

# DIRECT DEPOSIT REQUEST FORM

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Company Name

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Company Address

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City, State, Zip

## RE: Changing My Direct Deposit to a New Account

I have recently changed financial institutions and would like to update my Direct Deposit information. Please continue my current Direct Deposit and begin depositing into my new Waldo State Bank account.

If you have any questions regarding this matter, please contact me by mail or call me at the phone number provided below.

I am aware that some automatic deposits may require advance notice of changes and that depending on the timing of this request, my next deposit may not be sent to my new bank account.

Thank you for your prompt assistance in this matter.

Sincerely,

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Authorized Signature

Date

### Direct Deposit Information

Name:	SS or Employee No.:
Address:	City, State, Zip:
Home Phone:	Mobile Phone:
Former Bank Name:	Routing Number:
Former Account Number:	Amount of Deposit:
New Bank Name: Waldo State Bank	New Routing Number: 075908027
New Account Number:	Amount of Deposit:
Type of Account: <input type="checkbox"/> Checking <input type="checkbox"/> Savings	