INTANDEM
CREDIT UNION
EST. 1956

1619 Plainfield NE, Grand Rapids
13819 White Creek, Cedar Springs
(888) 336-3490
IntandemCU.com

Simple Switch

Now that you've opened your Intandem Credit Union account(s), go ahead and switch everything over from your old account. The following forms and check list make it simple.

- ☐ All checks have cleared my old account.
- ☐ Enough funds are still available to cover any automatic payments from my old account.
- ☐ Send written notice to change my direct deposit (Payroll, Social Security, Interest Payments, etc.) - *form provided.*
- ☐ Send written notice to change my automatic payments (ACH) from vendors who automatically taketheir payments (Utilities, Insurances, Cable, etc.) - *form provided.*
- ☐ Send written notice to my old financial institution that I'm closing the account - I'm kissing my bankgood-bye! - *form provided.*

With your Intandem Credit Union checking account, you can sign up for ***It's Me 247 Bill Pay***, our FREE online bill payment service. Once you have established this service, you can set up your payments - it's secure & easy. Any questions, give us a call or stop by and we will help.

We also offer VISA credit cards and we can help you transfer your current credit card outstanding balance*.

*Based on qualifying factors.

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Direct Deposit Simple Switch Form

Give or send this to your present employer.
To change Social Security Direct Deposits call 800-333-1795.

Request for Account Number Change for Direct Deposit.

To:

Employer's Name

Employer's Address

City State Zip

From:

Member Name

Member Address

City State Zip

To Whom It May Concern:
Please redirect my direct deposit to my Intandem Credit Union account as directed below:

Account Type: ☐ Checking ☐ Savings

Effective: ☐ Immediately ☐ Date to begin _____

My Intandem Credit Union Account Information:

Account Number

272480791
Routing Number

Intandem Credit Union
1619 Plainfield NE
Grand Rapids, MI 49505

Thank you for your prompt response to my request.

Signature

Date

Copy if more forms are needed.

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Direct Payment Simple Switch Form

Send this to the company that receives your automatic Direct Payment (ACH).

To:

Company Receiving Direct Payment

Company Address

City State Zip

Direct Payment Account Number

From:

Member Name

Member Address

City State Zip

Member Phone

To Whom It May Concern:
I hereby request and authorize that my electronic payment from:

My OLD financial institution:_____Account # _____
should now be redirect to my Intandem Credit Union account as directed below:

My Intandem Credit Union Account Information:

Account Number

272480791
Routing Number

Intandem Credit Union
1619 Plainfield NE
Grand Rapids, MI 49505

Account Type: ☐ Checking ☐ Savings

Effective: ☐ Immediately ☐ Date to begin _____

Thank you for your prompt response to my request.

Signature

Date

Copy if more forms are needed.

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Account Closing Request

Send this to your former financial institution. They may require additional forms be completed.

To:

Financial Institution Name

Financial Institution Address

City State Zip

From:

Member Name

Member Address

City State Zip

Member Phone

To Whom It May Concern:
Please close my following account(s) effective immediately and send a check for the remaining balance to my address above.

I understand that all checks, automatic payments and other transactions need to have cleared before completely closing my account(s). I have made arrangements to switch my automatic Direct Deposits and Payments.

Name on Account

Joint Name on Account

Account Number

Type of Account

Account Number

Type of Account

Account Number

Type of Account

Account Number

Type of Account

Thank you for your prompt response to my request.

Member Signature

Joint Signature

Member Name (print)

Joint Name (print)

Date

Date