

# Welcome to Cal National Bank!

Use this form to make your switch to our bank easy!

## Step 1 - Complete the following information for your reference:

Your new Cal National Bank Account Number: \_\_\_\_\_  
 Your new Cal National Bank ABA Routing Number: 3222-8489-2 \_\_\_\_\_  
 Your previous financial institution: \_\_\_\_\_  
 Your previous account number: \_\_\_\_\_  
 Your previous institution's ABA Routing Number: \_\_\_\_\_

## Step 2 - Identify all of your bills for which payment is automatically deducted out of your old account. Record this information in the space below. Once you have completed your list, contact each of the companies and instruct them to automatically deduct future payments from your new account.

Company Name	Account Number	Amount of Payment	Notified of Switch
_____	_____	\$ _____	<input type="checkbox"/>
_____	_____	\$ _____	<input type="checkbox"/>
_____	_____	\$ _____	<input type="checkbox"/>
_____	_____	\$ _____	<input type="checkbox"/>
_____	_____	\$ _____	<input type="checkbox"/>
_____	_____	\$ _____	<input type="checkbox"/>
_____	_____	\$ _____	<input type="checkbox"/>



## Step 3 - Identify all of your direct deposits of payroll and automatic deposits that you currently receive into your old account. Record this information in the space below. Once you have completed your list, contact each of the companies and instruct them to make all future deposits into your new account. Examples of automatic deposits may include any dividends, recurring distributions from your retirement account or annuities.

Company Name	Account Number	Amount of Deposit	Notified of Switch
_____	_____	\$ _____	<input type="checkbox"/>
_____	_____	\$ _____	<input type="checkbox"/>
_____	_____	\$ _____	<input type="checkbox"/>
_____	_____	\$ _____	<input type="checkbox"/>

Note: Keep your previous account open until you are sure all of your automatic deposits and payments have been successfully switched.



**Step 4** - Identify all of your outstanding checks. Record this information in the space below. Once you have completed your list, make sure to keep sufficient funds in your old account to cover these checks.

Payee Name	Check Number	Amount of Payment	Cleared
_____	_____	\$ _____	<input type="checkbox"/>
_____	_____	\$ _____	<input type="checkbox"/>
_____	_____	\$ _____	<input type="checkbox"/>
_____	_____	\$ _____	<input type="checkbox"/>
_____	_____	\$ _____	<input type="checkbox"/>
_____	_____	\$ _____	<input type="checkbox"/>
_____	_____	\$ _____	<input type="checkbox"/>



Once your last automatic deduction, automatic deposit and check have cleared, you may close your old account. This switch normally takes about two months. If you have any questions, please call us at **(866) 42-SWITCH (427-9482)**.

