

## AUTOMATIC PAYMENTS CHANGE LETTER

### Attention: **Accounts Receivable / Accounting**

I have recently changed financial institutions. Please stop debiting my previous account and begin making automatic withdrawals from my new Members Community Credit Union account, details are listed below. If you have any questions regarding this request, please contact me at my phone number or the credit union at (563)264-7210. Thank you for your assistance!



Sincerely,

AUTHORIZED SIGNATURE  
(Original signature required to authorize change)

DATE

#### **ACCOUNT INFORMATION** *Please print the following:*

MY FIRST AND LAST NAME \_\_\_\_\_

MY ADDRESS \_\_\_\_\_

CITY / STATE / ZIP \_\_\_\_\_

MY PHONE NUMBER \_\_\_\_\_

MY ACCOUNT NUMBER WITH YOUR COMPANY (If applicable) \_\_\_\_\_

AMOUNT DEBITED (Enter a payment amount or "amount due") \_\_\_\_\_

TYPE OF PAYMENT (Example: mortgage payment) \_\_\_\_\_

DATE(S) OR FREQUENCY OF AUTOMATIC PAYMENT \_\_\_\_\_

MY NEW ACCOUNT IS WITH  **Members Community Credit Union**

THE ROUTING NUMBER THERE IS 273975629

MY NEW ACCOUNT NUMBER IS \_\_\_\_\_

THIS IS A: ☐ Checking Account  
☐ Savings Account