

Join the MCWV Family!

Enjoy a better banking experience by allowing Members Choice WV FCU to serve as your primary financial institution. Everything you need to make the move can be found in this handy Switch Kit. Have questions? Let us know! Email admin@memberschoicewv.com, or call us at (304) 346-5242 or Toll Free (800) 526-5242.

1 Become a member. If you have not already, apply for membership by completing a Membership Account Application which can be found on our website, via email request to admin@memberschoicewv.com or by giving us a call. Once your account has been opened, or if you are already a member, move on to Step 2.

2 Switch your direct deposits and automatic withdrawals. The provided forms will help you seamlessly switch any automatic transactions you may already have over to Members Choice WV FCU.

3 Close your old account. If you'd like to close your old account, simply fill out the provided form to do so. You may choose to have any remaining balance transferred to Members Choice WV FCU.

Membership Eligibility:

Our community charter expands our field of membership to serve all who live, work, worship, volunteer, or attend school and businesses or other legal entities in Kanawha County, WV, and their family members. A \$25.00 Share Deposit in a Share (Savings) Account makes you a member of our credit union family.

SWITCH KIT

Direct Deposit

Page 2 of 4

Use your keyboard to type into this form and then save/print, or simply print the blank form first and complete it by hand.

Use this form to authorize your employer, retirement and pension funds, or any other agency to deposit your payment directly into your Members Choice WV FCU account. **Use one form for each direct deposit.**

Member Information:

Print Name: _____

Phone Number: _____

Address: _____

Employee ID (if applicable): _____

Account Information:

Financial Institution: **Members Choice WV FCU**

Account Type:

Routing Number: **251983798**

Savings

Checking

Account Number: _____

Deposit Information:

Effective: Immediately Beginning On _____

Amount: Entire Net Pay % of Net Pay _____ Specific Dollar Amount \$ _____

Authorization Agreement/Signature:

I authorize _____ to initiate automatic credit entries and, if necessary, to initiate debit entries and adjustments in the event a credit entry is made in error to the account listed above at Members Choice WV FCU. This agreement will remain in effect until I notify you in writing that I revoke this authorization, or until I submit a new form.

Signature

Date

Direct Deposit Checklist: Use this list to remember all the direct deposits you need to transfer.

Although you may have others, these are the most common types of direct deposits.

_____ Payroll

_____ Retirement Plans

_____ Investments

_____ Social Security

SWITCH KIT

Withdrawals

Use your keyboard to type into this form and then save/print, or simply print the blank form first and complete it by hand.

Use this form to authorize a change to any automatic payment, deductions or withdrawals from your account. **Use one form for each automatic withdrawal.** Or, keep in mind, that some companies and agencies make it easy to change your account on record online on their websites.

Company Information:

the company/institution who will make the withdrawal

Name of Company: _____ Address: _____

Account Number: _____

Payment Amount: \$ _____ Phone Number: _____

Withdrawal Information:

Please change my automatic withdrawal from the following account:

Financial Institution: _____ Account Number: _____

Routing Number: _____

Please make all future automatic withdrawals from the following account:

Financial Institution: **Members Choice WV FCU** Account Number: _____

Routing Number: **251983798**

Authorization Agreement/Signature:

This agreement will remain in effect until I notify you in writing that I revoke or change this authorization, or until I submit a new form.

Signature

Date

Phone Number:

Printed Name

Automatic Withdrawal Checklist: Use this list to remember all the automatic withdrawals you need to transfer. Although you may have others, these are the most common types of automatic withdrawals.

_____ Home Mortgage

_____ Credit Cards

_____ Investments

_____ Utilities

_____ Cable/Internet/Streaming

_____ Gym/Club Memberships

_____ Auto Loans

_____ Insurance

_____ Charity Donations

SWITCH KIT

Account Closure

Page 4 of 4

Use your keyboard to type into this form and then save/print, or simply print the blank form first and complete it by hand.

If you would like, use this form to close your account(s) at your former financial institution. **Be sure to first verify that any outstanding items have cleared your old account.**

To Whom It May Concern:

Financial Institution: _____

Attn: _____

Please close my account:

Primary Owner: _____

Address: _____

Account Number: _____

Please send the remaining balance to:

place an X next to your desired option

Please deposit directly to my new account at:

Account Number: _____

Financial Institution: **Members Choice WV FCU**

Routing Number: **251983798**

Please forward me a check to my address listed below.

Authorization Agreement/Signature:

Primary Signature

Date

Joint Signature

Date

Phone Number: _____

Address: _____

Additional Notes:
