



Change of Address Form

This request is to update the address(es) associated with your account. If your mailing address is a Post Office box number, we also require a physical address for your account information. Complete all fields, sign and return to the credit union. You may mail this completed form to PO Box 20040 Charleston, WV 25362 but may also be required to come to the credit union if further verification is needed.

Member Name (must include any suffixes): _____

Member Number: _____ Other Account Numbers: _____

Home Phone: _____ Mobile Phone: _____

Work Phone: _____ E-mail Address: _____

Old Address:

NEW MAILING ADDRESS:

Physical Address (if different than new Mailing Address; cannot be PO Box):

Please circle if you have:

YES NO VISA Debit Card

YES NO VISA Credit Card

YES NO IRA/Share Certificate

Should the same address be updated for all joint members listed on the account? If yes, a separate Change of Address Form must be completed: YES NO N/A

Do you need to update a child's account with the same address? YES NO N/A

If yes, provide name(s) and member number(s): _____

Signature

Date

Credit Union Use Only:

Teller ID:

Date Received:

Date Completed: