



**Direct Deposit Authorization Letter/ACH Credit Form**

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Address  
\_\_\_\_\_

**RE: Switching my direct deposit to a new account.**

ATTENTION: Accounts Receivable/Accounting

I have recently changed banks and would like to have my direct deposit from your company changed to my new account.

Please begin making direct deposits to my new First Security State Bank account and discontinue depositing into my old account.

If you have any questions regarding this request, please contact me in writing or at the phone number listed below. Thank you for your prompt assistance in this matter.

Sincerely,

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

**Direct Deposit Information**  
(Old Account Information)

\_\_\_\_\_  
Name

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Address

\_\_\_\_\_  
City/State

\_\_\_\_\_  
Zip Code

\$ \_\_\_\_\_

Deposit Amount

\_\_\_\_\_  
Frequency

\_\_\_\_\_  
Financial Institution where account is closing

\_\_\_\_\_  
Routing Number

\_\_\_\_\_  
Account Number

**New Account Information**

First Security State Bank  
3600 Lafayette Rd.  
Evansdale, IA 50701

073922377

Routing Number

\_\_\_\_\_  
Account Number

Effective Date: \_\_\_\_\_  
(Attach a voided check or deposit ticket to verify the account number)