

# Authorization to Change Direct Deposit

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

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

## Attention Direct Deposit Department:

You are currently depositing either a full or partial amount of my payroll or other check into my Checking/Savings (circle) account # \_\_\_\_\_

at my current financial institution (name) \_\_\_\_\_

with the routing number \_\_\_\_\_ . Please continue these

automatic deposits into my new account # \_\_\_\_\_ with

First State Bank Central Texas, routing #111910005.

Please call if you need additional information or have any questions.

\_\_\_\_\_  
Name (Please Print)

Social Security # or Employee ID #: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

\_\_\_\_\_  
Home Phone

\_\_\_\_\_  
Work Phone

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



First State Bank  
Central Texas



# Notice of Automatic Withdrawal Change

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

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

To Whom It May Concern:

I have recently changed my primary financial institution to First State Bank Central Texas.

You are currently withdrawing \$ \_\_\_\_\_

from my Checking/Savings (circle) account # \_\_\_\_\_ from my

current financial institution (name) \_\_\_\_\_

with the routing number \_\_\_\_\_. The payment is for billing

account # \_\_\_\_\_ and is withdrawn on the following date.

(date) \_\_\_\_\_. Please begin immediately withdrawing it

from my account at First State Bank Central Texas, routing #111910005.

My new account is Checking/Savings (circle) account # \_\_\_\_\_

Please call if you need additional information or have any questions.

\_\_\_\_\_  
Name (Please Print)

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

\_\_\_\_\_  
Home Phone

\_\_\_\_\_  
Work Phone

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



First State Bank  
Central Texas



# Automatic Withdrawal Tracking Sheet

Company Name	Amount of Payment:	Next Scheduled Payment Date:	Date of Change Request:	First Payment to FSB Account:
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

## Sample

1. XYZ Mortgage	\$1100	July 5th	July 1st	August 5th
2. ABC Auto Loan	\$400	July 15th	July 2nd	August 15th
3. Joes Gym	\$35	July 6th	July 1st	August 6th

Date All Automatic Withdrawals have changed: \_\_\_\_\_

Date Account Closing Form was sent: \_\_\_\_\_



First State Bank  
Central Texas



# Authorization to Close Account

Current Financial Institution: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

With my authorization below, please close my account # \_\_\_\_\_ and send a check for the remaining balance to my attention to the address below. If anything additional is needed, please contact me at the phone number below.

Thank you for your assistance with this matter.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Joint Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name (Please Print)

\_\_\_\_\_  
Joint Name (Please Print)

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone Number: \_\_\_\_\_