



Federal Credit Union

**PLEASE CHANGE ACCOUNTS FOR
MY PAYROLL DIRECT DEPOSIT**

**COMPANY MAKING
DIRECT DEPOSIT** _____

ADDRESS _____

CITY _____ **STATE** _____ **ZIP** _____

To Whom It May Concern:

**You are currently depositing my paycheck in whole
or in part or you are making a payment into the
following account:**

Old Institution _____

Routing Number _____

Account Number _____

**Please begin making these automatic deposits into
my new account at Union Square Federal Credit
Union on _____ (date).**

Union Square Federal Credit Union routing number **311989001**

Account Number _____

If you have questions, please let me know.

(____) _____
PHONE NUMBER **DATE**

SIGNATURE

NAME

ADDRESS

CITY **STATE** **ZIP**

This credit union is federally insured by the National Credit Union Administration.