

READY TO SWITCH CHECKLIST

- Open First National Bank Accounts – checking or savings.
- Make sure all checks have cleared your current checking account.
- Confirm enough funds are available in your account to cover any automatic payments or outstanding checks that have not yet cleared your old account.
- Contact First National Bank to discuss auto-withdrawal and direct deposits currently set up on your account. We will assist you in switching over these payments and direct deposits to your new account. We have many forms on file, but if we don't have a specific form, we will help locate the necessary transfer forms from companies in which you have automatic payments.
- You are ready to close your old account. Call your former financial institution and determine your closing balance. Write a check on your old account for the final balance and deposit it into your new First National Bank checking account.
- When you receive your final statement for your closed account, destroy all remaining blank checks for that account. This is a security measure for your protection. If you prefer, we would be happy to shred them for you at the Bank. Stop by anytime.
- Questions? Email info@FNBames.com or contact Lisa Keigley at (515) 663-3071 in Ames or contact your Private Banker for more information.