

It's Easy to Make the Switch to American First Credit Union!



Welcome to American First Credit Union! Switching your account(s) to AFCU is easy with our convenient Switch Kit. It contains forms you can use to update your direct deposits and automatic payments and close your account(s) at your previous financial institution.

Transition Tips

- Begin by opening your new American First account online or at one of our branches.
- Let your employer and anyone else who makes direct deposits into your account know that they should now be made to your American First account.
- Let all the companies or other entities that make automatic payments or withdrawals from your account know that they should now be debited from your American First account.
- Once all of your outstanding checks have cleared and your direct deposits and automatic payments or withdrawals have been stopped, close your account(s) at your previous financial institution.

If you have any questions or need assistance, please let us know. We'd be happy to help explain the process and guide you through the transition to American First. Just give us a call at (800) 290-1112 or visit any of our convenient branches. We are delighted that you have chosen to bank with us and look forward to serving you!

Mail To:
PO Box 2477
Brea CA 92822-2477

Contact Us Anytime:
(800) 290-1112
contactus@amerfirst.org

amerfirst.org
   @americanfirstcu



Direct Deposit

Let your employer and anyone else who makes direct deposits into your account know that they should now be made to your American First account. Make as many copies of this form as you need and send one to any company or other entity that makes direct deposits to your account. Examples of direct deposit initiators might be your employer, if you have your payroll directly deposited; Social Security; other government benefits; pensions; etc.

PLEASE SUBMIT THIS FORM ALONG WITH A VOIDED AMERICAN FIRST CHECK TO YOUR EMPLOYER AND ANY OTHER ORGANIZATIONS INITIATING A DIRECT DEPOSIT INTO YOUR ACCOUNT.

MEMBER INFORMATION

MEMBER NAME (Please print)	PHONE NUMBER
ID NUMBER (Payroll or SSN)	
MEMBER SIGNATURE	DATE
JOINT MEMBER SIGNATURE (If applicable)	DATE
Effective _____ (date), start using my new American First Credit Union account for processing my payroll direct deposit. See the attached voided check.	

PREVIOUS FINANCIAL INSTITUTION INFORMATION

FINANCIAL INSTITUTION NAME		
STREET ADDRESS		
CITY	STATE	ZIP CODE
ACCOUNT NUMBER		

AMERICAN FIRST CREDIT UNION ACCOUNT INFORMATION

Routing Number 322275607
AMERICAN FIRST ACCOUNT NUMBER (13 Digits)

Automatic Payments

Think carefully about all the businesses and others who debit payments or other transactions directly from your current account. Look at your account statement and identify all the automatic debits and who makes them. You may have debits that automatically occur monthly, weekly, annually or at other intervals. All of these initiators will need to be notified of your new instructions. There may be more than you think. Some examples might be your mortgage payment, car payment, health club membership, or insurance payments. Also look at any pre-set payments you may have through your current financial institution's online bill pay service.

PLEASE SUBMIT THIS FORM TO ANY COMPANY THAT MAKES AUTOMATIC WITHDRAWALS FROM YOUR ACCOUNT. ATTACH A VOIDED CHECK FROM YOUR NEW AMERICAN FIRST ACCOUNT.

COMPANY MAKING WITHDRAWAL (Payee)	ACCOUNT NUMBER WITH PAYEE
FREQUENCY OF PAYMENT (Complete one form for each company)	
Effective _____ (date), start using my new American First Credit Union account for processing my payroll direct deposit. See the attached voided check.	

FORMER FINANCIAL INSTITUTION
ROUTING NUMBER
ACCOUNT NUMBER

As of _____ (date), start debiting my new American First Credit Union account at:
Routing Number: 322275607

AMERICAN FIRST ACCOUNT NUMBER (13 Digits)	
MEMBER SIGNATURE	DATE

Close Account

Now you'll want to make sure your instructions have been followed and the direct deposits and automatic payments/withdrawals are being made to or from your American First account.

If you like paying bills online, it's time to enroll in American First Online Bill Pay! And don't forget to check out American First Mobile - mobile banking that makes your life, and your banking, easier.

SEND THIS FORM TO YOUR PREVIOUS FINANCIAL INSTITUTION. ANY REMAINING BALANCE ON YOUR OLD CHECKING ACCOUNT WILL BE DEPOSITED INTO YOUR NEW AMERICAN FIRST CHECKING ACCOUNT.

FINANCIAL INSTITUTION NAME		
STREET ADDRESS		
CITY	STATE	ZIP CODE

Effective _____ (date), please close the following accounts:

CHECKING ACCOUNT NUMBER
SAVINGS ACCOUNT NUMBER

I would like the balance and any interest earned sent to my new American First Credit Union account (noted below). Additionally, I have verified that all my outstanding checks have cleared, and all my previous direct deposits and automatic payments have been stopped.

MEMBER NAME (Please print)	PHONE NUMBER
MEMBER SIGNATURE	DATE
AMERICAN FIRST CHECKING ACCOUNT NUMBER	

Please mail balance to:
American First Credit Union
Attn: Account Services, PO Box 2477, Brea CA 92822-2477