

# Account Switch Kit





# Account Switch Kit

If you are currently a member of Lassen County Federal Credit Union, use the account switch kit to transfer your checking account from your current institution.

1. Sign up for our free checking accounts (Page 1).
  2. Free Visa Check Card Application (Page 2).
  3. Close your existing accounts at other institutions (Page 3).
  4. Change your direct deposit and automatic withdrawals with your employer (Page 4).
- 

## Step 1-Lassen County Federal Credit Union Checking Account Sign Up

What to do: First, mark the check boxes for the services you want. Second, provide your name and account number. When you are finished, sign and date, then return this completed form in person to LCFCU.

**Free Checking**– Free checking includes unlimited check transactions, free online account access, free bill pay, and no minimum balance requirements.

**Free Visa Check Card**– The free visa check card lets you use a visa card instead of checks, and offers fraud liability protection.

**Overdraft Protection**– Two types are offered: Overdraft protection from your shares, or a line of credit (Credit Approval Required).

**E-Statements**– Free electronic account statements posted to online banking account.

Name \_\_\_\_\_ E-mail \_\_\_\_\_

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

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date



# Account Switch Kit

## Close Accounts at Other Institutions

To: (Name of financial institution) \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

To Whom It May Concern,

I am writing to request that my accounts at your institution be closed. Please transfer any remaining funds to:

Lassen County Federal Credit Union  
2605 Riverside Dr.  
Susanville, CA 96130

Lassen County Federal Credit Union Routing Number: 321178048

LCFCU Account Number: \_\_\_\_\_

Sincerely,

X \_\_\_\_\_

From: Savings Account Number \_\_\_\_\_

\_\_\_\_\_  
Name of Primary Owner Checking Account Number \_\_\_\_\_

\_\_\_\_\_  
Name of Joint Owner (if applicable) Money Market Account Number \_\_\_\_\_

\_\_\_\_\_  
Signature of Primary Owner Other Accounts \_\_\_\_\_

\_\_\_\_\_  
Signature of Primary Owner Date \_\_\_\_\_

\_\_\_\_\_  
Signature of Joint Owner (if applicable) Date \_\_\_\_\_



# Account Switch Kit

## Direct Deposit Authorization and Change Request

From: \_\_\_\_\_ (Member Name)

To: \_\_\_\_\_ (Employer)

Re: Direct Deposit Change Authorization

I hereby request and authorize to have my net pay deposited each pay period to my Lassen County Federal Credit Union account.

Lassen County Federal Credit Union Routing Number: 321178048

LCFCU Account Number: \_\_\_\_\_

Please deposit to my (select one)

Checking Account

Savings Account

Effective Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Member

\_\_\_\_\_  
Date