



**Account Information Form**

Account Holder Information \* Required Field

_____	_____	_____	_____
First Name*	M.I.	Last Name*	Suffix
_____		_____	
Address*		Home Phone Number*	
_____		_____	
Mailing Address (If different)		Work Phone Number	Ext.
_____		_____	_____
City*	State*	Zip*	Cell Phone Number
_____	_____	_____	_____
Email Address	place contact me at:* ___ Home ___ Work ___ Cell ___ Email		

Account Holder Type *	Account Type*	Financial Institution:* _____
___ Consumer	___ Checking	Routing Number:* _____
___ Small Business	___ Savings	Account Number:* _____

**What Information do I need?**

To prepare you to open your new account, you will need information from your current bank account and billing statements, such as:

- Bank Statements (Checking and Savings Account)
- Billing Addresses
- Account Numbers (Credit Cards, Loans, Utilities, and other payments paid automatically through account or Bill Pay)
- Dates and amounts of last transactions
- Frequency of transactions

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**Authorization to Change Direct Deposit**

Complete this form for each employer/organization with whom you have arranged for direct deposit  
(employer, Social Security, pension, IRA distribution, IPERS, etc.)

Employer Name: \_\_\_\_\_ Address: \_\_\_\_\_

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

Currently you are automatically depositing my paycheck/payments to the following account(s):

Existing Bank Name	Account Number	Routing Number
_____	_____	_____
_____	_____	_____
_____	_____	_____

Please begin to deposit my paycheck/payments into my new Primebank account(s) effective as of the date noted:

Account Type	Account Number	Routing Number	Allocation%	Effective Date
_____	_____	073902313	_____	_____
_____	_____	073902313	_____	_____
_____	_____	073902313	_____	_____

Please accept this notification which authorizes you to begin making automatic deposits to my Primebank account(s) as directed above.

I have attached a voided check which verifies my new account information (only applicable for checking accounts).

Name: \_\_\_\_\_ Address: \_\_\_\_\_ City: \_\_\_\_\_ St: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Tax Identification Number (SSN): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**Authorization to Change Automatic Payment/Withdrawal**

Complete this form for each organization with whom you have arranged automatic payments  
(for example—Premier Communications, Dish Network, MidAmerican Energy, etc.)

I have closed the following accounts:

Existing Bank Name: \_\_\_\_\_

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

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

Name on Account: \_\_\_\_\_

I have opened the following new Primebank Account:

Name on Account: \_\_\_\_\_

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

Routing Number: 073902313

I hereby authorize automatic payment from my new Primebank account to the following organization effective immediately upon receipt:

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

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

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

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

Please accept this notification which authorizes you to begin making automatic withdrawals from my new Primebank account, as directed above.

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

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

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

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_



**Authorization to Close Account**

Bank: \_\_\_\_\_

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

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

This letter serves as a request to close the following account(s):

Account Type	Account Number	Special Instructions (separate check)
_____	_____	_____
_____	_____	_____
_____	_____	_____

Please send a check for the remaining balance to my banker at the address below:

Bank: Primebank

Attn: \_\_\_\_\_

Address: 37 1st Ave NW

City/State/Zip: Le Mars, IA 51031

If you have any questions, please contact me at the following:

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

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Co-Owner Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

# Primebank Switch Kit

## ***Welcome to Primebank!***

Switching to Primebank is easier than you think. Our switch kit includes everything you need to make this transaction quick and easy. Together, we will work through this process with you.

### **Step One:**

#### **Open a Primebank Checking or Savings Account.**

To open a Primebank Checking or Savings account, stop by one of our three convenient locations in Le Mars, Sioux City or Sioux Center.

As you are preparing to open your new Primebank account please bring one of the following forms of personal identification with you plus proof of your Social Security Number.

- \* Valid Driver's License
- \* State Issued ID Card
- \* Passport

### **Step Two:**

#### **Move your Automatic Payment and Direct Deposits to your new account.**

Change your direct Deposits and Automatic payments to your Primebank account by simply completing these forms and submitting them to the appropriate organization.

### **Step Three:**

#### **Close your old account**

Complete and send the Closure Authorization Form to your previous Bank and that's it!

If you have any questions or need assistance making your switch please contact one of our Customer Service Representatives. They will be more than happy to help you.

