

NEW ACCOUNT INFORMATION

EASY SWITCH KIT

Simple, Quick & Easy



Paradise Bank makes switching your accounts quick and easy by simply following the steps provided in this (3) step process. We also provide you with the forms necessary to make it easy to redirect your automatic payments and direct deposits. Once you **OPEN your PARADISE BANK account**, be sure to immediately stop using your **old account**. If you need assistance, please stop by one of our branches or call us at (561)392-5444.

STEP
1

Review Your Old Account

Determine if you had the following:

- Automatic Payments**
(Insurance, Health Club, Utility Payments, etc.)
- Direct Deposits**
(Payroll, Social Security, etc.)
- Online Banking and Bill Pay**

STEP
2

Automatic Payments and Direct Deposit

If you have automatic payments or deposits, **MAKE A COPY** and complete the *Automatic Payment/Direct Deposit Switch Form* for each payment or deposit. Bring them into any branch and we will mail them for you.

NOTE: If you already receive Social Security or SSI benefits via Direct Deposit call Social Security toll-free at 1-800-772-1213 (TTY 1-800-325-0778) to inform them of the change in your account.

STEP
3

Close Out Your Old Account

Make sure that all checks have cleared and automatic payments and direct deposits have been switched to your new account. **MAKE A COPY** and complete the *Existing Account Closing Notification Form* to notify your previous bank that you are closing your account. Destroy all old checks, deposit slips and cards (atm/debit) associated with the old account.

ONLINE BANKING AND BILL PAY

Once your Paradise Bank account is open, let us arrange a quick demonstration on how to set up your online banking and bill payment system. *It is that easy!*



COPY



FILL IN



SEND

Automatic Payment and Direct Deposit SWITCH FORM

COMPANY NAME

COMPANY ADDRESS

Re: Switching My Automatic Payments/Direct Deposit

I have recently changed banks and would like to have my transactions with your company changed to my new account. Please discontinue transactions from my old account and begin using my new PARADISE account.

If you have any questions regarding this request, please contact me by mail or call me at the phone Number listed below. Thank you for your prompt assistance in this matter.

Sincerely,

Primary authorized signature (original signature required to authorize change)

Date

Secondary authorized signature (original signature required to authorize change)

Date

NAME

PHONE

SOCIAL SECURITY

ADDRESS

CITY/STATE

ZIP

OLD BANK NAME

ROUTING NUMBER

ACCOUNT NUMBER

PARADISE BANK
NEW BANK

067015795
ROUTING NUMBER

ACCOUNT NUMBER

ATTACH A VOIDED CHECK OR DEPOSIT SLIP FROM YOUR NEW ACCOUNT AT PARADISE BANK TO THIS PAGE.



COPY



FILL IN



SEND

Existing Account Closing NOTIFICATION FORM

OLD BANK NAME

OLD BANK ADDRESS

CITY/STATE

ZIP

Re: Close My Account

I have recently changed banks and would like you to close the account below immediately:

ACCOUNT NAME

ACCOUNT NUMBER

Please forward all remaining funds to me at the following address:

CLIENT ADDRESS

CITY/STATE

ZIP

Thank you for your attention to this matter.

CLIENT SIGNATURE

DATE

WELCOME TO PARADISE!

