



## Switching your checking account to WEA Credit Union is easy as 1, 2, 3!

Thank you for being a WEA Credit Union member! Now that you have opened your share account you are eligible for other services, such as a checking account.

We offer two types of checking accounts to suit your financial needs:

**Basic** - The Basic checking account does not require a minimum balance, and does not have a monthly service fee.

**Premiere** - The Premiere checking account earns dividends and requires a minimum balance of \$100 to avoid a monthly service fee. Other features include unlimited pinned transactions with your debit card and periodic loan rate discounts.

Both types of checking accounts include these free optional services: MasterCard debit card, e-Statements, account alerts via text or e-mail, telephone-banking, and unlimited check writing.

We have developed a packet designed to help you convert your checking account to WEA Credit Union. Follow these easy steps and you will be well on your way to convenient checking.

### 1. Getting Started

- Request an account card for a checking account and a debit card application.
- Order checks.
- Enroll in free online banking and E-Statements (optional)
- Change your direct deposit to your new checking account.

### 2. Let us help you make a smooth transition

- List your automatic deposits using the guide on the next page.
- List your automatic withdrawals using the guide on the next page.
- Inform your direct depositors of the change and your new account number.
- Inform the institution(s) that initiate any automatic withdrawals/debits of the change and provide your new account number.

### 3. Close your old account

- Do not continue to use your old account.
- Leave enough funds in the old account to cover any outstanding checks.
- When you're certain that all outstanding checks have been cleared and all automatic withdrawals have been changed, close your old account.





## Direct Deposit Request

Bring this information to the attention of the person who initiates your direct deposit. A voided check may also be required along with this information.

\_\_\_\_\_  
Direct depositor name

New financial institution: WEA Credit Union  
33 Nob Hill Rd.  
Madison, WI 53713  
(608) 274-9828

Routing #: 275979144

Account # \_\_\_\_\_  
Amount \$ \_\_\_\_\_

I hereby authorize \_\_\_\_\_ to change my direct deposit effective \_\_\_\_\_.  
This authorization will remain effective until I provide written notice of change or cancellation.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
date