

New Account Information

Quick Switch



FNB

FIRSTNATIONALBANK

FNB makes switching your accounts quick and painless. Just read through our “Quick Switch” kit and follow our simple three step process. We also provide you with all the necessary forms to make it easy to redirect your automatic payments and direct deposits. Once you open your FNB account, be sure to **immediately stop using your old account**. If you need any assistance, please stop by any local branch or call us @ 1-337-783-4014.

1 Review your old account and 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**

2 Automatic payments and direct deposit

If you have automatic payments or deposits, **make a copy** and complete the *Automatic Payment/Direct Deposit Quick Switch Form* for each payment or deposit. Bring them into any FNB branch and will mail them for you.

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 FNB 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.

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.

Online Banking and Bill Pay Once your FNB account is open, let us arrange a quick demonstration on how to set up your online banking and bill pay system. It is that quick and easy!



Automatic Payment and Direct Deposit Quick Switch Form

COMPANY NAME

COMPANY ADDRESS

CITY/STATE/ZIP

Switching my automatic payments/direct deposits

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 FNB 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 authorized change)

DATE

NAME

PHONE

SOCIAL SECURITY

ADDRESS

CITY/STATE/ZIP

OLD BANK NAME

ROUTING NUMBER

ACCOUNT NUMBER

FIRST NATIONAL BANK OF LA

065200515

NEW BANK NAME

ROUTING NUMBER

ACCOUNT NUMBER

***Attach a voided check or deposit slip from your NEW ACCOUNT at FNB to this page.**



Existing Account Closing

Quick Notification Form

OLD BANK NAME

OLD BANK ADDRESS

CITY/STATE/ZIP

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

