

EasySwitch your accounts



Thank you for choosing Timberwood Bank! We have designed a step-by-step guide to help make the switch to Timberwood Bank simple. As always, if you need a hand, feel free to stop in or call one of our helpful Personal Bankers at (608) 372-2265.

1. Open your new account with a Timberwood Bank Personal Banker.

Our Personal Bankers are available to assist you every step of the way, from choosing the account that best suits your needs to closing your old account.

2. Stop using your old account.

You should make sure that you have sufficient funds in your old account to cover any outstanding checks and/or withdrawals. As soon as you are able, stop writing checks and making payments to allow all transactions to clear. For your protection, destroy all unused checks, debit card, and deposit slips. Timberwood Bank would be willing to shred these for you.

3. Switch all Direct Deposits to Timberwood Bank.

Notify your employer, or other sources who currently direct deposit into your account, that your account information has changed. To switch your direct deposit, you will need to provide: Your new Timberwood Bank account and routing number.

4. Switch all automatic payments.

Contact each company you have auto-payments set up with and provide them with your new account number and routing number.

5. Close your old account.

When all of your checks have cleared, automatic payments and direct deposits have successfully been switched to your new account, notify your former financial institution to close your account. Do not close the former account until you see the transactions have all posted to your Timberwood Bank account for the first time.

Timberwood Bank *EasySwitch* Checklist

This checklist assists you in making sure that all companies authorized to direct deposit or automatically withdraw funds are notified of your new account information. Our goal is to make the transition as convenient as possible. If it is easier, you can bring your most recent bank statement in and a Personal Banker will be happy to help.

Who direct deposits into your account?

- | | | |
|------------------------------------------|---------------------------------------------|--------------|
| <input type="checkbox"/> Employer | <input type="checkbox"/> Retirement/Pension | Other: _____ |
| <input type="checkbox"/> Social Security | <input type="checkbox"/> VA/Military | |

Who withdraws automatic payments from your account?

- | | | |
|--------------------------------------------|------------------------------------------------|----------------------------------------|
| <input type="checkbox"/> Life Insurance | <input type="checkbox"/> Homeowner's Insurance | <input type="checkbox"/> Cell Phone |
| <input type="checkbox"/> Telephone Company | <input type="checkbox"/> Investment Company | <input type="checkbox"/> Loan Payments |
| <input type="checkbox"/> Internet Provider | <input type="checkbox"/> Credit Card Payments | <input type="checkbox"/> Student Loan |
| <input type="checkbox"/> Utility Company | <input type="checkbox"/> Auto Insurance | <input type="checkbox"/> Health Club |
| <input type="checkbox"/> Cable Company | <input type="checkbox"/> Mortgage Payment | Other: _____ |

Pay all of your monthly bills with Online Bill Pay... you can make and track payments while managing your finances all in one secure, convenient place. Contact a Personal Banker and get started today!