



## ***Bank of Georgetown Switch Kit Checklist***

***To ensure a smooth transition, please take a moment to go over this checklist and make sure that you have covered everything you need to begin your relationship with Bank of Georgetown.***

***We have enclosed all of the necessary forms to complete each item included in this checklist. DID YOU?***

***Meet your relationship manager and set up your new Bank of Georgetown accounts?***

***My relationship manager is: \_\_\_\_\_***

***Phone number \_\_\_\_\_***

***Close your checking or savings accounts at your former institution?***

***Change your automatic transfers over to your new Bank of Georgetown accounts?***

***Change your direct deposit to your new Bank of Georgetown accounts?***

***Change your automatic payments and drafts over to your new Bank of Georgetown accounts?***