



Request & Approval to Change My Automatic Transfer

Print and complete a copy of this form to notify any banks or companies that you are authorizing your automatic transfer (ex: loan payment, insurance payment, transfers to brokerage accounts, transfers to savings accounts, etc.) to your Bank of Georgetown account. This form is recommended for fixed dollar amount transfers.

You are currently making the following automatic transfer on my behalf:

\$ _____

*From: _____
Name of former Bank or Company & Account Number*

*To: _____
Name of Institution & Account Number*

Schedule/Frequency: _____

Please use this letter as my authorization to switch the transfer to the below listed account at Bank of Georgetown.

Institution: Bank of Georgetown Routing #: 054001712

Account Number: _____

All other aspects of the transfer should remain the same. Please make this change effective as of:

If you need further information to complete the change, I can be reached at: _____

Signature(s) Date _____

Signature(s) Date _____