



EZ-Switch Kit

Switching banks can be a big hassle.

If you're like most people, you've probably thought about changing banks a thousand times. Maybe you've moved or changed jobs. More likely, maybe your bank was rude, inattentive or didn't appreciate your business. Or maybe they made you stand in one too many endlessly long lines.

You've got the reasons, but you haven't switched. Why? Because it's a hassle. Until now!

Enclosed in our EZ-Switch Kit is everything you need to make moving your checking account a breeze. All the forms you need plus directions in 5 easy steps.

Making the switch. Five simple steps to freedom

1) Open your SouthernTrust account.

Stop by one of our banking offices to open your account. Make a note of your account number and SouthernTrust's routing number. They'll come in handy later.

Routing numbers and account numbers:

How to locate them if you're not a banker.

A.B.A Routing Numbers Example

John Q. Public
123 Main Street
Your Town, USA 12345-6789

101

Date _____

Pay to the order of _____

DOLLARS _____

Memo _____

⑆0000067891⑆ 2315678⑆ 0101

Routing/Transit Number Account Number

2) Stop using your old account.

And let all your checks clear. This could take up to 10 days. Remember how slow they were? To pass the time, destroy any unused checks, ATM and debit cards and deposit slips.

3) Change direct deposits.

Fill out the enclosed form and give it to your employer, the Social Security Administration or your retirement plan. Include a new deposit slip or voided check.

4) Change automatic payments.

Use the enclosed forms to change all automatic withdrawals or automated payment services. Don't forget about those that use your old debit card number, such as automatic payments made online.

5) Close your old account

Here's the day you've been waiting for. Send in the enclosed form to close your old account. No face-to-face confrontation needed. If, after all your checks have cleared, you have a remaining balance, your old bank will send you a check. It's as simple as that.

Still have questions? Give us the chance to show you how helpful we are. Stop by our Goreville, Lake of Egypt, or Vienna location.

Please change accounts or automatic withdrawal

DATE _____

COMPANY NAME _____

ADDRESS _____

CITY _____

STATE _____

ZIP _____

To Whom It May Concern:

I've recently changed banks and signed up with SouthernTrust Bank.

You are currently withdrawing \$_____ from the following account:

Old Bank _____

Routing Number _____

Account Number _____

For _____

PAYMENT OR REASON

On _____

DATE OF MONTH

Please stop making withdrawals from this account on _____ and start making
DATE
them from my new SouthernTrust Bank account:

SouthernTrust Bank routing number: 081226421

SouthernTrust Bank account number: _____

If you have any questions, please let me know. Thank you.

Phone _____ Day/Evening (circle one)

Sincerely,

SIGNATURE _____

NAME (PLEASE PRINT) _____

ADDRESS _____

CITY _____

STATE _____

ZIP _____

Please change accounts for my payroll direct deposit

DATE

COMPANY MAKING DIRECT DEPOSIT

ADDRESS

CITY STATE ZIP

To Whom It May Concern:

You are currently depositing my entire paycheck, or part of my paycheck or a type of payment into the following account:

Old Bank _____

Routing Number _____

Account Number _____

Please start making these automatic deposits into my new account.

New Bank: SouthernTrust Bank

Routing Number: 081226421

Account Number: _____

If you have any questions about this request, please don't hesitate to call. Thank you

Phone _____ Day/Evening (circle one)

Sincerely,

SIGNATURE

NAME (PLEASE PRINT)

ADDRESS

CITY STATE ZIP

Please close my account

DATE

BANK NAME

ADDRESS

CITY

STATE

ZIP

To Whom It May Concern:

Please close the following account # _____ and send a check for the remaining balance to the address below.

If you have any questions about this request, please contact me at the following number.

Phone _____ Day / Evening (Circle One)

Sincerely,

SIGNATURE

NAME (PLEASE PRINT)

ADDRESS

CITY

STATE

ZIP