



NORTHFIELD
SAVINGS BANK

110% BANKING

Switching your checking account to Northfield Savings Bank is as easy as 1-2-3.

We understand your time is valuable so we've created this Switch Kit to make opening your new checking account easier than ever. Just follow these three simple steps!

Step 1

Open a Northfield Savings Bank checking account.

Visit one of our 13 convenient branches and our helpful staff will assist you with choosing the right type of account to fit your needs. Or call 800-NSB-CASH for more information. You will need to bring the following items with you:

- social security number
- driver's license
- initial deposit

Step 2

Redirect your deposits and payments.

Begin directing your manual and direct deposits into your new account. Begin writing checks and initiate automatic withdrawals from your new account. We offer convenient electronic banking and electronic bill pay options, too!

- complete the "Direct Deposit Change Form" included in this kit
- complete the "Automatic Withdrawal Change Form" included in this kit

Step 3

Stop using your old account, and shred related materials.

Stop writing checks from the old account you want to close and let any outstanding checks clear. After you receive the final statement, close your old account and request a check for any remaining balance. To guard against identity theft, shred any unused checks, deposit slips and ATM or debit cards.

- complete the "Account Closing Form" included in this kit

**It's that easy!
And our staff can even help you.**

DIRECT DEPOSIT CHANGE FORM

DATE _____

COMPANY MAKING DIRECT DEPOSIT _____

STREET _____

CITY, STATE, ZIP _____

To Whom It May Concern,

You are currently making a direct deposit into my account at (current bank/credit union): _____.

Routing Number: _____

Account Number: _____

I authorize you to change this direct deposit to my new account at Northfield Savings Bank beginning (date): _____.

Routing Number: 211672683 _____

Account Number: _____

Street: _____

City, State, Zip: _____

Contact Person at NSB: _____ Phone: _____

If you have any questions about this request, please contact me. Thank you.

SIGNATURE _____

DATE _____

SOCIAL SECURITY NUMBER _____

DAYTIME PHONE _____

NAME (please print) _____

STREET _____

CITY, STATE, ZIP _____

(Be sure to keep a copy of this documentation for your files)

AUTOMATIC WITHDRAWAL CHANGE FORM

(Allow 15 days for processing)

DATE

COMPANY MAKING AUTOMATIC WITHDRAWAL/DRAFT

STREET

CITY, STATE, ZIP

To Whom It May Concern,

You are currently making an automatic withdrawal/draft from my account at
(current bank/credit union): _____.

Routing Number: _____

Account Number: _____

In the amount of: \$_____ on (day of month): _____

I authorize you to change this automatic withdrawal/draft to come from my new
account at Northfield Savings Bank beginning (date): _____.

Routing Number: 211672683

Account Number: _____

Street: _____

City, State, Zip: _____

Contact Person at NSB: _____ Phone: _____

If you have any questions about this request, please contact me. Thank you.

SIGNATURE

DATE

SOCIAL SECURITY NUMBER

DAYTIME PHONE

NAME (please print)

STREET

CITY, STATE, ZIP

(Be sure to keep a copy of this documentation for your files)

ACCOUNT CLOSING FORM

DATE

BANK/CREDIT UNION

STREET

CITY, STATE, ZIP

To Whom It May Concern,

Please close account# _____ and close all associated debit and ATM cards.

The account type being closed is a (circle one) savings/checking account.

Please send a check for the remaining balance to me at the address below

If you have any questions about this request, please contact me. Thank you.

SIGNATURE

DATE

SOCIAL SECURITY NUMBER

DAYTIME PHONE

NAME (please print)

STREET

CITY, STATE, ZIP

(Be sure to keep a copy of this documentation for your files)