



DEPOSIT ACCOUNT SWITCH KIT

MEMBER FDIC

Moving Your Money is Easier

Generations Bank has been meeting the financial needs of the communities that we serve since 1934. A locally owned and managed bank with a long history of serving the agricultural and business communities in the area. The financial strength of Generations Bank gives our customers the security of knowing that their deposits are in a strong financial institution with people that they can trust. At Generations Bank we strive to deliver personable, flexible and responsive banking. Our committed staff takes pride in the personal service that they provide our customers.

You've opened your new account at Generations Bank and you need to move your previous relationship. Simply follow these steps:

1. **Discontinue using your existing checking account**—Leave enough money to cover any outstanding checks, check card transactions or scheduled bill payments, Cancel any future on-line bill payments.
2. **If you have one or all of the following products, complete the appropriate form to change your deposits/withdrawals to Generations Bank.**
 - a. Direct Deposits—including any payroll, automatic deposits or dividends, Alimony, Social Security or other Government Payments.
 - b. Automatic Payments or Withdrawals—including recurring bills and check card transactions as well as scheduled transfers.
 - c. Online bill payments—print your existing payee screens to use as a reference when setting up your Generations Bank bill pay service. You will need the payee name, address, phone number and account number.
 - d. Fill out a separate form for each recurring automatic deposit (credit) that will be made to your account.
3. **Close your existing checking account.** After all outstanding items have cleared your account and you've moved any direct deposits, automatic payments or withdrawals and online bill payments you're ready to begin enjoying all the benefits of being a Generations Bank customer.

If you have any questions or need help with the switch kit process please call a Generations Bank customer service representative at 1-800-539-3837 or email us at email@connectfnb.com. Our fax number is 402-266-2174. We are located at 139 South Exeter Avenue, Exeter Nebraska. Our mailing address is P.O. Box 19, Exeter, NE 68351.

ADDITIONAL SERVICES

**INTERNET BANKING
MOBILE BANKING**

**VISA DEBIT CARD
VISA CREDIT CARD**

**HSA ACCOUNTS
E-ALERTS**

**E-STATEMENTS
INNOVATIVE PRODUCTS**

**MAKING A CHANGE FOR THE BETTER
HAS NEVER BEEN EASIER.**



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With our simple Switch Kit, we have taken the hassle out of moving your bank account to Generations Bank. Our Switch Kit includes all of the forms that you will need to enjoy the benefits of banking with us right away.

- Automatic Payment Change Form
- Direct Deposit Change Form
- Account Closure Form

Follow these steps!

Step 1: OPEN YOUR NEW GENERATIONS BANK CHECKING ACCOUNT

- Your old checking account information
- Details of existing automatic payments
- Details of existing direct deposits
- Valid driver's license

Step 2: STOP USING YOUR OLD CHECKING ACCOUNT

Remember to leave sufficient funds in the old account to cover any outstanding checks or automatic debits. Destroy your unused checks, deposit slips and ATM/debit cards.

Step 3: CHANGE YOUR DIRECT DEPOSITS

Complete the direct deposit change form. Send a copy to your employer, investment advisor, or retirement fund so they know that you have changed banks. Attach a voided check from your new Generations Bank account.

Step 4: CHANGE YOUR AUTOMATIC PAYMENTS

Use the automated payment change form to transfer all of your automatic withdrawals. Don't forget to include online services linked to your old Debit Card. You will need to include a voided check from your new account with each form you complete.

**MAKING A CHANGE FOR THE BETTER
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Generations BANK

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Note—Please complete steps 3 and 4 before proceeding with step 5

Step 5: CLOSE YOUR OLD CHECKING ACCOUNT

Simply complete and submit the account closure form. You may fax or mail it to your former bank.

Tips on locating your routing and account numbers

In order to complete the change forms you will need to know how to identify your routing and account numbers; this information is located on your checks:



HELPFUL HINTS:

Automatic Payments or Withdrawals: Mortgage, Cell Phone, Church, Charitable Organizations, Cable, Utilities, Newspapers, Credit Cards, Insurance, Investments, Vehicle Loan Payments...

Fill out a separate form for each automatic payment that will be deducted from your account. Do not close your previous account until all deductions have been transferred to your new account.

Find out the address of the main account office where you should send the notice of change. Many companies have this information available on their websites or billing statements. Customer Service Representatives at Generations Bank can assist you with this process.



Generations BANK

SWITCH KIT

AUTOMATIC

PAYMENT

CHANGE FORM

Date _____

Company Name _____

Address _____

City _____ State _____ Zip _____

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

Old Bank Name _____

Routing Number _____

Account Number _____

For _____ On _____

Payment or Reason

Date

Please stop making withdrawals from this account on _____

Date

And start making withdrawals from my new account listed below on _____

Date

New Bank _____

Routing Number _____

Account Number _____

Please contact me at the following phone number if you have any questions:

Phone _____ (day) _____ (evening)

Sincerely,

Signature X _____

Printed Name _____

City _____ State _____ Zip _____



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SWITCH KIT

ACCOUNT CLOSURE CHANGE FORM

Date _____

Old Bank _____

Address _____

City _____ State _____ Zip _____

Please close the following account # _____ and

send a check for the remaining balance to the address below

Generations Bank
P.O. Box 19
Exeter, NE 68351

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

Phone _____ (day) _____ (evening)

Sincerely,

Signature X _____

Printed Name _____

City _____ State _____ Zip _____



Generations BANK

SWITCH KIT

DIRECT DEPOSIT CHANGE KIT

Date _____

Company Name _____

Address _____

City _____ State _____ Zip _____

You are currently depositing my _____ into the
following account: (List Deposit Type (Payroll or other))

Old Bank Name _____

Routing Number _____

Account Number _____

Please start making this direct deposit into my new account effective _____
Date

New Bank _____

Routing Number _____

Account Number _____

Please contact me at the following phone number if you have any questions:

Phone _____ (day) _____ (evening)

Sincerely,

Signature X _____

Printed Name _____

City _____ State _____ Zip _____