



GRANITE HILLS
CREDIT UNION

Your hometown credit union.

Switch Kit

Are you ready to switch?

Start enjoying prompt, friendly and efficient service from people you trust and faces you know. Because Granite Hills Credit Union is member-owned, we can focus on delivering unbeatable value to our members everyday. If you live, work or worship in Vermont's Washington or Orange counties, you and your family are eligible to become members.

This Switch Kit will help simplify the switch from your current financial institution, even if your bills are paid automatically from your checking account. Just fill in the blanks on the following pages and send them to your current bank(s). The information we provide will ensure proper closing of your account(s) with them. **You may complete the form by typing information from your computer and then print the form to sign the document.**

Look what we have to offer:

- Savings (Share) Account
- Checking (Share Draft) Account
- Debit MasterCard with ATM Access
- NO FEE VISA
- Money Market , Share Certificates of Deposit, IRAs
- Hills Climber CD with Auto Deposits
- Online/Mobile Banking and E-statements
- Electronic Bill Payment
- New and Used Auto Loans
- Mortgages
- Home Equity and Energy Efficiency Loans
- Credit Builder Loans
- Personal Loans

E-mail us at info@granitehills.org

or call us at 888-996-5328.

328 North Main Street, Barre

1 National Life Drive, Montpelier

www.granitehills.org



Equal Housing
Lender

Your savings federally insured to at least \$250,000 and backed
by the full faith and credit of the United States Government

NCUA

National Credit Union Administration,
a U.S. Government Agency

SIX EASY STEPS TO GREAT FINANCIAL SERVICE

1. Open your Granite Hills member account with an initial deposit of \$100.00.*

Make note of your 6-digit member account number here: _____ and Granite Hills Credit Union's routing number here: **211691172**. Keep this page in a safe place for your records. Your CU Check Card (if applicable) and new checks will arrive by mail in a few days. You will receive your PIN a day or so prior to receiving your CU Check Card (for security purposes they are not mailed together).

2. Stop using your old bank account and allow all your outstanding checks to clear. This may take up to 10 days or longer, so be sure to do a final balancing at the end of the month. Destroy your old ATM/check card and any unused checks. (Shred them if possible, or bring them to the Credit Union and we will dispose of them for you.)
3. Switch your automatic payments and withdrawals. Fill out the included Automatic Withdrawal form and give it to any company taking automatic payments or withdrawals from your old account, ie; credit card company, insurance company, phone company, cable/satellite company, etc. Don't forget any payments which may use your old check card number. Ask a Granite Hills rep to make as many copies of this form as needed.
4. Switch your direct deposits. Fill out the Direct Deposit form and give it to your employer's payroll department, the Social Security Administration or your retirement plan trustee. Ask a Granite Hills rep to make as many copies as you need to notify each of your companies.
5. If you have Electronic Bill Payment with another financial institution, make sure you notify them, and that your payments are up-to-date before that service is cancelled and you begin Electronic Bill Pay with Granite Hills Credit Union.
6. Close your old account by sending the attached Account Closing form to your old bank – no need for you to stop by. Your old bank will send you a check for the remaining balance in your account.

* Apply for membership at our Barre or Montpelier offices.

PLEASE SWITCH ACCOUNTS FOR AUTOMATIC WITHDRAWAL

Date: _____

(To) Company Name: _____

Address: _____

City, State/Zip: _____

To Whom It May Concern:

I have switched financial institutions to Granite Hills Credit Union. You are currently withdrawing \$_____ (or paying my current bill amount) from the following account:

Old Bank Name: _____

Routing Number: _____

Account Number: _____

For: _____

Payment reason

On: _____

Approximate day of the month payment is made.

Please stop taking withdrawals from this account effective ____ / ____ / _____ (mm/dd/yyyy) and begin taking them from my new Granite Hills Credit Union checking account. My new account information is listed here below:

Granite Hills Credit Union's routing number is: **211691172**.

My Granite Hills Credit Union account number is: _____.

(13 digit account number for checking.)

If you have any questions, please contact me.

Signature

Printed Name

Address

Phone

City, State/Zip

PLEASE SWITCH ACCOUNTS FOR PAYROLL/DIRECT DEPOSIT

Date: _____

(To) Company Name: _____ (employer/company initiating direct deposit)

Address: _____

City, State/Zip: _____

To Whom It May Concern:

I have switched financial institutions to Granite Hills Credit Union. You are currently depositing my paycheck/direct deposit in whole or in part, or you are making a payment to the account listed below. **Please stop depositing to this account** effective ____ / ____ / ____ (mm/dd/yyyy).

Old Bank Name: _____

Routing Number: _____

Account Number: _____

Please begin making deposits to my new Granite Hills Credit Union account immediately. My new account information is listed here below:

Granite Hills Credit Union's routing number is: **211691172**.

13 digit GHCU Checking account number _____

6 digit GHCU Savings account number _____

Granite Hills Credit Union's address is: 328 North Main Street, Barre, VT 05641.

If you have any questions, please contact me.

Signature

Printed Name

Address

Phone

City, State/Zip

PLEASE CLOSE MY ACCOUNT

Date: _____

(To) Financial Institution: _____

Address: _____

City, State/Zip: _____

To Whom It May Concern:

Effective ____ / ____ / _____ (mm/dd/yyyy), please close my:

Account Type: **Checking** Account # _____

Account Type: **Savings** Account # _____

Account Type: _____ Account # _____

Account Type: _____ Account # _____

Please send a check in my name for the remaining balance(s) to the address below.

I am also aware I should receive one more statement which would show my YTD interest paid and dividends earned on any and all of my accounts for my end of year tax information, and I will notify you should there be an address change prior to my next and final statement. If this information is not correct, or, if you have any questions, please contact me.

Signature

Printed Name

Address

Phone

City, State/Zip