



## Spending Account Switch Kit

Changing bank accounts can be stressful. Whatever your reason for switching, Heartland Credit Union is here to make it as easy as it can be. Our self-help kit makes it stress-free to prepare for the switch to any of our great accounts.

### WELCOME TO HCU! LET'S GET STARTED

- First, complete the **New Membership Application** to open an account with HCU.
- Next, fill out the **Direct Deposit Transfer** form and **Automatic Withdraw/Payment Change** form to switch your automatic deposits and payments.
- Finally, deliver the completed **Close Old Account** form to your previous financial institution.
- We don't want you to miss a beat! To ensure a seamless switch, review the **Switch Kit Worksheet** to make sure you have updated all automatic payments and deposits.
- If you need help completing the Switch Kit, just stop by one of our branches in Hutchinson, Haven, Newton, or Wichita. You can also reach us by visiting [www.hcu.coop](http://www.hcu.coop) and clicking on the "live chat" button in the lower right-hand corner of the page. We're be happy to assist you!



# New Membership Application

To help us determine basic membership qualifications, please provide the following information. A savings account with a minimum of \$25 balance is required to become a member of HCU. A credit report will be obtained.

**How did you hear about us?** \_\_\_\_\_

**I'm interested in (check all that apply):**

- |   |   |   |                                       |
|---|---|---|---------------------------------------|
| <input type="checkbox"/> Spending account     | <input type="checkbox"/> HCU Online Banking | <input type="checkbox"/> HCU Visa Debit Card      | <input type="checkbox"/> Certificates |
| <input type="checkbox"/> Overdraft protection | <input type="checkbox"/> HCU Mobile Banking | <input type="checkbox"/> Money Market/Inv. Shares | <input type="checkbox"/> IRA          |
| <input type="checkbox"/> Starter checks       | <input type="checkbox"/> HCU eBranch        | <input type="checkbox"/> Trust Account            | <input type="checkbox"/> HSA          |
| <input type="checkbox"/> eStatements/eAlerts  |   |   |                                       |

**Applicant**

Name (first, middle, last)	
Current address, city state, zip	Years at this address
Social Security Number	Mother's maiden name
Date of birth (mm/dd/yyyy)	Home phone
Employer and Occupation	
Driver's license: State	Driver's license: Number
Driver's license: Issue date	Driver's license: Expiration date
Work phone	Mobile phone
Email address	
Are you a U.S. citizen or permanent resident alien? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Have you ever filed for bankruptcy or had a debt adjustment plan confirmed under Chapter 13? <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Overdraft protection only</b>	Own or rent?      Time on job
	Gross monthly income      Weekly hours worked

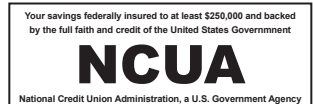
**Co-Applicant** or  **Authorized Signer** or  **P.O. A.**

Name (first, middle, last)	
Current address, city state, zip	Years at this address
Social Security Number	Mother's maiden name
Date of birth (mm/dd/yyyy)	Home phone
Employer and Occupation	
Driver's license: State	Driver's license: Number
Driver's license: Issue date	Driver's license: Expiration date
Work phone	Mobile phone
Email address	
Are you a U.S. citizen or permanent resident alien? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Have you ever filed for bankruptcy or had a debt adjustment plan confirmed under Chapter 13? <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Overdraft protection only</b>	Own or rent?      Time on job
	Gross monthly income      Weekly hours worked

I authorize Heartland Credit Union to obtain credit reports in connection with this application. I promise that everything I have stated in this application is correct to the best of my knowledge.

Applicant signature \_\_\_\_\_

Co-Applicant/Authorized Signer/P.O.A. signature \_\_\_\_\_



<b>For Heartland Credit Union use:</b>			
ODP Line of Credit \$ _____	Share Transfer Acct: _____ - _____	Courtesy Pay \$ _____	For Debit Card Trans. _____
Opt out of information with HCU affiliates _____			

## Direct Deposit Transfer Form

Complete this form and submit it to your employer or Social Security/Retirement Office to re-direct your electronic deposit into your new HCU Spending account.

Date \_\_\_\_\_

Employer/Organization \_\_\_\_\_

Address \_\_\_\_\_  
City State Zip

Employee # \_\_\_\_\_ Social Security Number \_\_\_\_\_

### Please discontinue my direct deposit to:

Financial institution \_\_\_\_\_

Account number \_\_\_\_\_ Amount \$ \_\_\_\_\_

### Please initiate my direct deposit to:

Heartland Credit Union  
900 E 23rd St  
Hutchinson, KS 67502

Member name \_\_\_\_\_

Routing number 301178372 HCU member number \_\_\_\_\_

Deposit amount \$ \_\_\_\_\_  Spending \$ \_\_\_\_\_  Savings \$ \_\_\_\_\_

If you have any questions, please don't hesitate to call 620.669.0177 or 800.428.8472.

Employee phone \_\_\_\_\_

Member's signature \_\_\_\_\_ Date \_\_\_\_\_



## Automatic Withdrawal/Payment Change Form

Please give this form to each company that you have scheduled recurring automatic withdrawal(s) or payment(s).

To whom it may concern at:

\_\_\_\_\_  
Company name \_\_\_\_\_

Address \_\_\_\_\_  
City State Zip

Phone \_\_\_\_\_

My account number with you is \_\_\_\_\_, and I currently have an automatic withdrawal/payment set up with your company and I wish to change my payment instructions.

### Please stop all debits from my account at my old financial institution at:

Name \_\_\_\_\_  
Former financial institution

Routing number \_\_\_\_\_ Account number \_\_\_\_\_

As of \_\_\_\_\_, please stop debiting my  Checking and/or  Savings account.  
Date

### Please start all debits from my new account at:

Heartland Credit Union  
900 E 23rd St  
Hutchinson, KS 67502

Routing number 301178372 Account Number \_\_\_\_\_

As of \_\_\_\_\_, please start debiting my  Spending and/or  Savings account.

Member's signature \_\_\_\_\_ Date \_\_\_\_\_



www.hcu.coop | 800.428.8472

## Please Close Old Account

Please give this form to your former financial institution, once all your checks, debit card transactions, automatic payments, bill payments, and/or direct deposits have cleared from your previous checking account.

To whom it may concern:

**Please consider this official notice to close my account(s) with your institution.**

Financial institution \_\_\_\_\_

Address \_\_\_\_\_  
City State Zip

Please close account(s)

\_\_\_\_\_

Effective date \_\_\_\_\_

**Please send the remaining balance to my new Heartland Credit Union account:**

Heartland Credit Union  
900 E 23rd St  
Hutchinson, KS 67502

HCU member number \_\_\_\_\_ Routing number 301178372 \_\_\_\_\_

Name (Please print) \_\_\_\_\_

Member's signature \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_  
City State Zip

Phone \_\_\_\_\_



## Switch Kit Worksheet

### AUTOMATIC PAYMENTS

Payment	Company	Payment Method	Account #	Payment Date
Mortgage				
Loan payment				
Loan payment				
Loan payment				
Insurance				
Insurance				
Insurance				
Credit Card				
Credit Card				
Credit Card				
Credit Card				
Credit Card				
Electric bill				
Water/Sewer				
Trash services				
Cable				
Internet				
Cell phone				
Phone				
Health club				
Investments				
Investments				
IRA/retirement				
Charity				
Charity				
Charity				
Day care				
Other				

### AUTOMATIC DEPOSITS

Deposits	Company	Deposit Method	Account #	Deposit Date
Payroll				
Payroll				
Retirement				
Social Security				
Investment				
Investment				
Other				

