How To Transfer Your Direct Deposits and Automatic Withdrawals

Transferring your direct deposits and automatic payments to your account with Glenwood State Bank is fast and simple.

How does an account transfer kit work?

It's easy! Just fill out the applicable enclosed forms and bring them into the Glenwood State Bank location closest to you. We've also included a handy account transfer checklist with useful contact information for your use.

- 1. Fill out the "Close Account Request Form."
- 2. To authorize direct deposit of your payroll check, fill out and sign the "Automatic Deposit Change Form," attach a voided check from your new Glenwood State Bank account and take them to your employer's human resources or payroll department.
- 3. Complete an "Automatic Withdrawal Change Form" for every current automatic debit you want deducted from your new Glenwood State Bank account.

Need assistance? Just come in and we'll help you make all the necessary changes. Or if you have questions, call us at (712) 527-3157.

Transfer Checklist

Things to consider when making changes: for assistance or more information, email or call Glenwood State Bank.

<u>Date</u>	<u>Date</u>	
<u>Contacted</u>	<u>Completed</u>	Payroll & Other Direct Deposits
		Payroll
		Social Security
		(800)772-1213; www.ssa.gov
		Retirement Plans
		 VA – (877)838-2778; www.va.gov
		 IPERS (800)622-3849; www.ipers. Org
		• Railroad Retirement – (800)808-0772
		www.rrb.gov
		Investments
		Mortgage/Rent & Utilities
		Home Mortgage or Rent
		Glenwood Municipal Utilities (712)527-4868
		MidAmerican Energy (888)427-5632
		www.midamericanenergy.com
		Black Hills Energy (800)303-0752
		ww.blackhillsenergy.com
		Telephone/Cable/Satellite:
,		Qwest/CenturyLink Communications
		(866)642-0444; <u>www.qwest.com</u>
		Dish Network (800)823-4929
		www.dishnetwork.com
		Direct TV (800) 531-5000; www.directtv.com
		Mediacom (800)332-0245
		Other Automatic Payments
		Auto Loans
		Home Equity Loans
		Student Loans
		Health Insurance
		Life Insurance
		Car Insurance
		Credit Cards
		Club Memberships
		Investments & Annuities
		Charitable Contributions
		Subscriptions
		Automatic Savings Plans

Account Transfer Questions?

Q. What do I do with the checks I already have?

A. Bring unused checks and deposit slips with you, we will shred them for you.

Q. What if my paycheck is directly deposited into my old account?

A. Complete the "Automatic Deposit Change Form" and give it to your employer.

Q. What about automatic withdrawals or automatic charges to my old account or old debit card?

A. Complete an "Automatic Withdrawal Change Form" for each payment to notify the payees.

Q. How do I close my old account?

A. Complete the "Close Account Request Form" and send it to the Financial Institution where the account is held. Be sure to leave enough money in your old account to cover outstanding checks and current automatic withdrawals.

Q. How can I get more assistance?

A. We're here to help. Just call (712)527-3157 or stop in the main branch for assistance.

Automatic Deposit Change Form

Employer/Deposite	or		
Address			
City	State _		Zip
To Whom It May C	oncern:		
I recently changed my automatic dep			ctive
	Glenwood S Routing Number Account #	r 1049 023	
If you have any qu			lease contact me at
Signature			-
Name (please prin	t)		
Address		.	

(Attach voided check)

Note: If you have multiple automatic deposits, please copy and complete a form for each one.

Automatic Withdrawal Change Form

Company		
Address		
City	State	Zip
Phone	Account #	
Date/Frequency		Amount \$
To Whom It May Cor	icern:	
I recently changed ba	•	hat effective drawal be changed to:
	Glenwood Stat	e Bank
F	Routing Number 10	049 0234 7
,	Account #	
If you have any quest		quest, please contact me at u.
Signature(s)		
Name(s) (please print)		
Address		-

Note: If you have multiple Automatic Withdrawals, please copy and complete a form for each one.

Close Account Request Form

Financial Institut	ion	
Address		
City	State	Zip
To Whom It May	Concern:	
		and mail a check and address below. Thank
Signature		
Name (please prir	nt)	
Address		

Note: Before closing your old account, automatic deposits and withdrawals should be cancelled and changed to your new Glenwood State Bank account. Make sure you have left enough money in your old account to cover outstanding checks and current automatic withdrawals.