

Account Checklist

This is a guide to make your move to First Federal easy and convenient. We are here to help you. Simply provide our staff with the information listed below, and we will do the rest.

- To close an account and transfer any remaining funds, you will need:**
 - Old account number or recent bank statement
 - Account Closing/Transfer Request form (provided by First Federal)
 - New account number/routing number (provided by First Federal)
 - Remember to make sure all checks have cleared on your old account

- To change your payroll or direct deposit, you will need:**
 - Old account number or recent bank statement
 - New account number/routing number (provided by First Federal)
 - Payroll/Direct Deposit Transfer Request form (provided by First Federal)

- To change your Social Security Direct Deposit, you will need:**
 - New checking or savings account number/routing number (provided by First Federal)
 - Government's Standard form 1199A (provided by First Federal)

- To change an automatic payment or withdrawal, you will need:**
 - Recent statement from vendor
 - New account number/routing number (checking, savings, etc. provided by First Federal)
 - Automatic Payment/Withdrawal Request form (provided by First Federal)

- To discuss transferring an existing loan, you will need:**
 - Recent loan statement with loan account number and remaining balance
 - Loan Transfer Worksheet (provided by First Federal)

- To transfer a 401k (or other retirement account) you will need:**
 - Recent account statement
 - Contact information from your employer or former employer
 - New account number/routing number (provided by First Federal)



First Federal

Making a difference. Together.

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