

# CECU Switch Kit

City Employees Credit Union

With these simple forms, you can switch everything from your current checking account to your new account at City Employees Credit Union. This Switch Kit provides all the documentation that is needed to complete the process. Just drop off or mail these forms to notify companies of your account switch.

## Direct Deposit Change Form

Please change my direct deposit as indicated below

Employer's Name \_\_\_\_\_

Employer's Address \_\_\_\_\_

**From:**  
Financial Institution \_\_\_\_\_ Previous Checking # \_\_\_\_\_

**To:** City Employees Credit Union, 1720 Western Avenue, Knoxville, TN 37921  
**Routing & Transit # 264279415** New Checking Account # \_\_\_\_\_

I hereby authorize my direct deposit to be routed to City Employees Credit Union.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Please change my:

- Payroll check
- Pension Check
- Social Security
- Check

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## Preauthorized Debit Change Form

Please change my preauthorized payment as indicated below

Payee \_\_\_\_\_

Payee's Address \_\_\_\_\_

Payment Amount \_\_\_\_\_ Effective Date \_\_\_\_\_

**To:** City Employees Credit Union, 1720 Western Avenue, Knoxville, TN 37921  
**Routing & Transit # 264279415** New Checking Account # \_\_\_\_\_

I hereby authorize this debit to be withdrawn from my account at City Employees Credit Union

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Payment Frequency**

- Weekly
- Bi-Weekly
- Semi-Monthly
- Monthly

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## Checking Account Change Form

Please close this checking account per my instructions

Previous Financial Institution \_\_\_\_\_

Name(s) On Account \_\_\_\_\_ SSN: \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

\_\_\_\_\_ Alt. Phone \_\_\_\_\_

I authorize the closure of Checking Account # \_\_\_\_\_ Effective Date \_\_\_\_\_

Please transfer any remaining balance to City Employees Credit Union, 1720 Western Avenue, Knoxville, TN 37921

**Routing & Transit # 264279415** New Checking Account # \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

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