

Switch Kit



Switching your account to Peoples State Bank is fast and easy.

Instructions:

1. Fill out and print the Switch Profile below
2. stop using your old account
3. select the appropriate notification letters needed and print
4. stop by one of our branches to complete the switch

The following letters can be found on the Switch Kit main page. Please select the letter(s) you will need.

Close My Account – this letter will notify your old bank that you are closing your account. Allow at least 30 days for outstanding checks to clear.

Switch My Automatic Withdrawal – this letter will notify companies to switch the account they are currently drafting for your automatic payments (utilities, mortgage, health club, etc.).

Switch My Direct Deposit – this letter is needed to switch the account your direct deposit is currently being credited.

Set Up My Direct Deposit – we will provide you the proper form to request a new direct deposit of your payroll or benefit check. In order to change Social Security deposits please visit www.ssa.gov/deposit/howtosign.htm or call 1-800-772-1213 or we will be more than happy to help.

Switch Kit Profile

All information must be as it appears on your social security card and/or driver's license

First Name: _____

Last Name: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Social Security Number: _____

Daytime Phone Number: _____

E-mail: _____

Date of Birth: _____

Driver's License # _____

Driver's License State and Exp. Date: _____

Peoples State Bank locations:

Many

Main Office: 880 San Antonio Avenue

Many West: 180 San Antonio Avenue

Zwolle: 2144 Obrie Street

Pleasant Hill: 110 Main Street

Toledo Bend

12054 Texas Highway (inside Big Star)

Mansfield: 1017 Washington Street (Hwy 84 West)

Greenwood: 8360 West 70th Street

Alexandria

1700 Bank Drive (Lee at Texas)

1423 Wimbledon Boulevard

Natchitoches

315 Royal Street

4115 University Parkway (Highway 6)

100 Highway 3175 (Grand Ecore and Hwy 6 Bus)

Robeline: 8994 Texas Highway

Texarkana, Texas

5600 Richmond Road

3702 Summerhill Road

Is this a joint Account? Yes No
If yes, please complete.

First Name: _____

Last Name: _____

Social Security #: _____

Date of Birth: _____

Driver's License # _____

Driver's License State _____ Exp. Date: _____

Your Old Bank Information

Routing Number: _____

Account Number: _____

Bank Name: _____

Address: _____

Important Reminders

*Two forms of I.D. are required to open an account.
(one must be a photo I.D.)*

- Let your bank know you are closing your account.
- Make sure you have enough funds in your current account to cover any pending automatic payments
- Bring your old checks, deposit slips, ATM/Debit cards for us to replace.



Member FDIC

