



Lapeer County Bank & Trust Co.

Member FDIC

"Make the Switch" Instructions

1. Fill out all requested information on the "Make the Switch Form." To complete the application process bring this form and your photo I.D. to your local LCBT branch. *(Sorry, due to banking regulations, you will need to complete your new account opening with an in-branch visit. For security purposes, please **DO Not fax or email** the "Make the Switch Form". We look forward to seeing you soon at any one of our convenient locations.*

Main Office
83 W. Nepessing St.
(810) 664-2977

Southgate Office
637 S. Main St.
(810) 664-9986

Elba Office
5508 Davison Rd.
(810) 653-2106

Attica Office
4515 Imlay City Rd.
(810) 724-6436

Metamora Office
3414 S. Lapeer Rd.
(810) 678-3373

Deerfield Office
M-24 & Burnside Rd.
(810) 793-6311

Imlay City Office
1875 S. Cedar St.
(810) 724-4652

2. Stop using your old account. Be sure to leave sufficient funds in the account until all outstanding checks and automatic payments have cleared. Destroy any unused checks, ATM and debit cards and deposit slips.

3. Change direct deposits. Use the "Make the Switch – Direct Deposit Form" and give it to your employer or your retirement plan. Include a new LCBT deposit ticket or voided check. *For Social Security, direct deposit changes call 1-800-772-1213.*

4. Change automatic payments. Use the "Make the Switch - Change Automatic Payments" form to change all automatic withdrawals or automated payment services. Print the number of copies you need to change all your payments.

5. Close your old account. Send the "Make the Switch – Authorization to Close Account" form to your previous financial institution to close your accounts. If, after all your checks have cleared, you have a remaining balance, they will send you a check. It is just that simple.

**Still have questions? Visit your local
Lapeer County Bank & Trust Co. branch or
call at the number listed above.**

**Now more than ever, local banking makes sense!
Welcome to Lapeer County Bank & Trust Co.!**



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"Make the Switch" Form

INDIVIDUAL ACCOUNT

Name _____

Street Address _____

City _____

State, Zip _____

Mailing Address (if different)

Home Phone (____) _____

Work Phone (____) _____

JOINT ACCOUNT

Name _____

Street Address _____

City _____

State, Zip _____

Mailing Address (if different)

Home Phone (____) _____

Work Phone (____) _____

PRIMARY ACCOUNT HOLDER INFORMATION

Social Security Number _ _ - _ - _

Driver's Lic. Number _____

Issuing State _____ Exp. Date _____

*** Please Note: Federal regulation requires that Lapeer County Bank & Trust Co. have on file verification of customer's identification. Please be prepared to have our customer service staff review driver's license or other photo identification when requested.**

Date of Birth _ _ / _ _ / _ _

Employer _____

Mother's Maiden Name _____

JOINT ACCOUNT HOLDER INFORMATION

Social Security Number _ _ - _ - _

Driver's Lic. Number _____

Issuing State _____ Exp. Date _____

Date of Birth _ _ / _ _ / _ _

Employer _____

Mother's Maiden Name _____

The information I have provided is correct to the best of my knowledge. I authorize Lapeer County Bank & Trust Co. to check credit and/or employment history should it deem necessary.

Signature Date

Signature Date

The information requested on this form is considered confidential. For this reason, we are asking you to print out the form, fill it out and bring it to your local branch office. Stop in to show your identification, sign forms and make a deposit to open your account.

"Make the Switch" to Lapeer County Bank & Trust Co. today.



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"Make the Switch – Direct Deposit Form"

Date _____

Company Name _____

Address _____

City _____ State _____ Zip _____

You are currently depositing _____
deposit type – paycheck, social security, other

into the following account:

Bank name _____

Routing number _____ Account number _____

I authorize you to redirect this automatic deposit into my new account
effective _____
(Date)

New Bank

Lapeer County Bank & Trust Co.

Routing number 072403046 Account number _____

If you have any questions, you may contact me at the following phone number –

Preferred phone number – Day Evening Cell (please circle)

Sincerely,

Signature _____

Name (please print) _____

Address _____

City _____ State _____ Zip _____

Please print and fill out as many forms as needed.
Please attach a copy of a voided check from your new account.



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"Make the Switch – Change Automatic Payments Form"

Date _____

Company Name _____

Address _____

City _____ State _____ Zip _____

You are currently withdrawing \$ _____ from the following account _____

for _____ on the _____ day of each month.
(Reason)

Bank name _____

Routing number _____ Account number _____

I authorize you to:

Stop making withdrawals from the above account on: _____
(Date)

Start making withdrawals from my new account (see below) on _____
(Date)

Lapeer County Bank & Trust Co.

Routing number 072403046 Account number _____

If you have any questions, you may contact me at the following phone number –

Preferred phone number – Day Evening Cell (please circle)

Sincerely,

Signature _____

Name (please print) _____

Address _____

City _____ State _____ Zip _____

Please print and fill out as many forms as needed.
Please attach a copy of a voided check from your new account.



Lapeer County Bank & Trust Co.

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"Make the Switch – Authorization to Close Account"

To: _____ Date _____
Name of financial institution

Street Address

City, State, Zip

Please accept this letter as authorization to close the account(s) indicated below.

☐ Please send me a check for the remaining balance. OR

☐ Please send Lapeer County Bank & Trust Co. (R & T 072403046) a check for the remaining balance and credit my account number: _____

Please close my:

Checking account number Savings account number Other

If you have any questions regarding this request, please contact me in writing or the telephone number listed below.

Thank you for your assistance.

Sincerely,

Authorized Signature (Original Signature on account required to authorize)

Street Address

City, State, Zip

Preferred phone number Day/Evening/Cell (please circle one)