



Make the Switch to Patterson State Bank!

Switching from your current bank to Patterson State Bank has never been so easy!

*Our **Switch Specialists** are ready to assist you every step of the way...*

Seven Simple Switching Steps:

1. **Open** your new Patterson State Bank checking account at one of convenient branch locations OR online at www.pattersonstatebank.com

2. **Enroll** in Online Banking Services:

Online Banking

Electronic Statements

Bill Pay

Mobile Banking

3. **Stop** actively using your former account and start using your PSB account as soon as possible. We recommend that you maintain accounts at both financial institutions until all transactions have cleared your former account.

4. **Establish** or switch your Direct Deposit(s) from your former bank account to your new PSB account

Complete our **Direct Deposit Change Request Form and submit it to the appropriate company or organization.

5. **Transfer** your Automatic Payments or Withdrawals from your former bank to your new PSB account.

** Complete our **Automatic Withdrawal Transfer Form** and submit it to the appropriate biller.

6. **Transfer** your Online Bill Payments from your former bank to your new PSB Bill Payment System.

** Complete our **Bill Payment Worksheet** to ensure all bills are accounted for and set up properly.

7. **Close** your former bank account.

Complete our **Account Closing Form and submit it to your former bank once all transactions have cleared your former account.

We appreciate your business and are here to help you throughout this transition. If there is anything we can assist you with, please call your **Switch Specialist** at (985)395-6131, visit our website at www.pattersonstatebank.com or stop by any of our convenient locations.



DIRECT DEPOSIT CHANGE REQUEST FORM

Establishing a Direct Deposit to your new Patterson State Bank account is simple! Complete, sign and submit this form to the appropriate company or organization.

TO:

Company or Employer Name

Address

City

State

Zip

Effective immediately, please begin using this new account number to process my direct deposit. Please change your records to reflect my new account information as follows:

Name

Address

City

State

Zip

Daytime Phone Number

Tax ID/Social Security Number

My bank is **Patterson State Bank**, my routing number is **065200803**

Type of Account:

Checking Account Number: _____

Savings Account Number: _____

Signature

Date

Direct Deposit Checklist:

- | | |
|---|--|
| <input type="checkbox"/> Payroll | <input type="checkbox"/> Pension |
| <input type="checkbox"/> Disability | <input type="checkbox"/> Retirement Plan |
| <input type="checkbox"/> Social Security (www.socialsecurity.gov or call 800-772-1213) | |



AUTOMATIC WITHDRAWAL TRANSFER FORM

Establishing regular automatic withdrawals from your new Patterson State Bank account is simple!

Complete, sign and submit this form to the appropriate company or organization.

TO:

Company Name/Agency Name

Address

City

State

Zip

Account Number

Amount of Withdrawal (leave blank if amount changes)

Effective immediately, please use my **Patterson State Bank** account to process my automatic withdrawal. Please change your records to reflect my new account information as follows:

Name

Address

City

State

Zip

Daytime Phone Number

Account Number: _____ Bank Routing # **065200803**

Signature

Date

Automatic Withdrawal Checklist:

- | | | |
|---|--------------------------------------|---|
| <input type="checkbox"/> Mortgage/Rent | <input type="checkbox"/> Insurance | <input type="checkbox"/> Loans |
| <input type="checkbox"/> Cell Phone | <input type="checkbox"/> Utilities | <input type="checkbox"/> Credit Card |
| <input type="checkbox"/> Cable/Internet | <input type="checkbox"/> Investments | <input type="checkbox"/> Dues/Memberships |



ACCOUNT CLOSURE FORM

Date: _____

Bank Name _____

Address _____ City _____ State _____ Zip _____

Please close the account(s) listed below effective immediately. Please forward any remaining balance in my account(s) by check to the address listed below.

Account Title _____ Account Number _____

Account Title _____ Account Number _____

Forward closing balance(s) to:

Please deposit directly to my account at **Patterson State Bank**.

Account # _____ Routing # **065200803**

Please forward any remaining balance in my account(s) by check to the address listed below.

Address: _____

City: _____ State: _____ Zip: _____

Signature _____ Date _____ Phone Number _____

Signature _____ Date _____ Phone Number _____



ONLINE BANKING BILL PAYMENT WORKSHEET

We have created this worksheet to **simplify** the process of moving your Bill Payment service.

List your Online Banking Bill Payments that need to be transferred to your new PSB Bill Payment System. If your current bill pay service allows, print your Payee information and your Bill Payment history before canceling your service.

Copy this form if more space is needed.

Type of Payment (example: water bill, insurance premium): _____

Payee Company Name: _____

Address: _____

Account Number: _____ Date to Pay (if recurring payment): _____

Type of Payment (example: water bill, insurance premium): _____

Payee Company Name: _____

Address: _____

Account Number: _____ Date to Pay (if recurring payment): _____

Type of Payment (example: water bill, insurance premium): _____

Payee Company Name: _____

Address: _____

Account Number: _____ Date to Pay (if recurring payment): _____



ELECTRONIC BANKING MADE SIMPLE!

*Patterson State Bank's suite of Online Banking services helps **simplify** your everyday money management tasks quickly and easily all in one place.*

- FREE ONLINE BANKING:** Gives you access to your account information 24/7 simply and securely!

Simple Steps:

1. Go to: www.pattersonstatebank.com
2. Click "Register" in the Online Banking box found in the upper right hand corner of the home page.
3. Click "Begin" and follow the easy online instructions to complete the process.

- FREE BILL PAY:** Save time and postage while managing all of your bills in one place. Set up one-time or recurring payments, add customer bill reminders and more - all from within your Online Banking account.

Simple Steps:

1. You must be signed up for Online Banking to take advantage of the great features of Bill Pay.
2. Enter your Username and Password in the Online Banking box found in the upper right hand corner of the home page.
3. Click "pay bills", add your Payee(s) and begin making one time or set up recurring payments.

- FREE ELECTRONIC STATEMENTS:** Protect your private information by accessing your bank statements electronically instead of by postal service.

Simple Steps:

1. Sign into Online Banking
2. Choose Online Statements in the upper right hand corner
3. Read and accept Terms and Conditions

- FREE MOBILE BANKING:** With our Mobile Banking App for both iPhone and Android Smartphone and Tablets, you can take your banking wherever you go!

Simple Steps:

1. Download the "Patterson State Bank Mobile Banking" App from either the Apple App Store or Google Play.
2. Log in using your Online Banking user name and password
3. Choose to receive and reply to your Access Code by phone call or text message