

# CommunityBank of Texas New Account Checklist

## CHECK LIST

New CommunityBank Account Number \_\_\_\_\_

Routing Number 113111983

- All checks have cleared my old checking account Date \_\_\_\_\_
- Enough money is left in my old checking account to cover any automatic payments Date \_\_\_\_\_
- Send Change of Direct Deposit Authorization to my employer (Social Security, retirement or pension plan) Date \_\_\_\_\_
- Destroy old checks and ATM/Debit cards Date \_\_\_\_\_
- Contact companies with automatic payments with new checking account and routing numbers Date \_\_\_\_\_

## LOANS

- Mortgage \_\_\_\_\_ Date \_\_\_\_\_
- Auto Loan \_\_\_\_\_ Date \_\_\_\_\_
- Other \_\_\_\_\_ Date \_\_\_\_\_

## UTILITIES

- Electric \_\_\_\_\_ Date \_\_\_\_\_
- Gas \_\_\_\_\_ Date \_\_\_\_\_
- Water \_\_\_\_\_ Date \_\_\_\_\_
- Phone \_\_\_\_\_ Date \_\_\_\_\_
- Cable \_\_\_\_\_ Date \_\_\_\_\_
- Internet \_\_\_\_\_ Date \_\_\_\_\_

## INSURANCE

- Homeowners \_\_\_\_\_ Date \_\_\_\_\_
- Life \_\_\_\_\_ Date \_\_\_\_\_
- Auto \_\_\_\_\_ Date \_\_\_\_\_

## CREDIT CARDS, MERCHANTS & CLUBS

- \_\_\_\_\_ Date \_\_\_\_\_
- \_\_\_\_\_ Date \_\_\_\_\_
- \_\_\_\_\_ Date \_\_\_\_\_

## SEND CLOSE ACCOUNT FORM TO OLD FINANCIAL INSTITUTION

- Checking \_\_\_\_\_ Date \_\_\_\_\_
- Savings \_\_\_\_\_ Date \_\_\_\_\_
- Other \_\_\_\_\_ Date \_\_\_\_\_

If you have any questions about your switch to CommunityBank, please call us at the branch nearest you.

[www.communitybankoftx.com](http://www.communitybankoftx.com)