



Account Closing Request

Date: _____

To:

Name of Bank, Credit Union, etc.

Street Address

City, State Zip Code

From:

Primary Account Holder

Social Security Number

Secondary Account Holder

Social Security Number

Street Address

City, State Zip Code

Please close the following account(s) with your institution:

Account Number: _____

Account Number: _____

Account Number: _____

Please send any funds remaining in these accounts to:

Sentry Federal Credit Union
3524 Edgmont Avenue
Brookhaven, PA 19015
Account Number: _____

Signature of Primary Account Holder

Signature of Secondary Account Holder

Date

Date



Direct Deposit/Payroll Change Request

Date: _____

To:

Name of Bank, Credit Union, etc.

Street Address

City, State Zip Code

From:

Primary Account Holder

Social Security Number

Secondary Account Holder

Social Security Number

Street Address

City, State Zip Code

Re: Change of Direct Deposit Routing

Please discontinue sending my automatic direct deposit to account(s):

Account Number: _____ Financial Institution: _____

Please remit the funds via ACH to Sentry Federal Credit Union using the six-digit account number shown below. If you are unable to process funds through ACH, the remittance should be mailed to:

Sentry Federal Credit Union

3524 Edgmont Avenue

Brookhaven, PA 19015

Account Number: _____

I hereby authorize the institution above to initiate deposit of my funds to my Sentry Federal Credit Union account. This authorization will remain effective until I provide written notice of change or cancellation to the originating institution.

Signature

Date



Before you make the switch, please use the following check list to ensure the smoothest transition possible:

- All the checks written on your existing account have cleared or there are enough funds available in the account to cover any outstanding checks or automatic payments that may still need to be withdrawn.

- In order to avoid any penalties, please double check the maturity dates on any Certificate of Deposit you are transferring.

- Your new Direct Deposit Information has been submitted to your employer.

- Let us know about any vendors from whom you have automatic payments debited from your account so we can notify them of your new account information at Sentry Federal Credit Union to ensure no payments are inadvertently missed.

Thank you for choosing Sentry Federal Credit Union