

## **Membership Switch Kit**

Becoming a member of the Webster Federal Credit Union is very easy. We will guide you through the process and help you make a smooth transaction.

1. Open your new account

You will need the following information to open an account

- A current form of photo ID (driver's license or permit, passport, military ID, etc.)
- \$5.00

2. Use the attached forms to make the switch

- Direct Deposit Form – can be used to change your direct deposit with your employer
- Automatic Payment Change Form – will be used to handle each automatic transaction. If you have more than one automatic payment or deposit, please complete one form for each payment or deposit you need to change.

3. Close your old accounts

Complete the Account Closing form for each account type that you may have at your previous financial institution. Be sure you have no activity on your old account (outstanding checks, deposits, etc.). The Account Closing Form will instruct your previous bank where to send the remaining funds. Remember to shred all unused checks and deposit slips, and destroy old ATM/Debit cards.

4. You now can enjoy all the services and low interest rates of the Webster Federal Credit Union.

If you need any help or have questions please call (585) 671-8900 or (800) 788-2968