

Switch KIT



Making the switch to PrimeWay as easy as possible.

Direct Deposit Authorization Change Form

Use this form to change your direct deposit (i.e. payroll, dividends, royalties, etc) to PrimeWay.

Date: _____

To: _____

(Company/Employer Name)
(Address of Employer Company)
(City, State, Zip)

Note:

If there are multiple accounts involved, please complete a form for each account.

Contact your employer(s) concerning direct deposit changes.

Verify your HR Department does not require the use of their forms.

Primary Account Holder:

(Name)
(Home Address)
(City, State, Zip)

Secondary Account Holder:

(Name)
(Home Address)
(City, State, Zip)

Please accept this letter as authorization to change the bank account information for direct deposit in the name of: _____ (member name), payment type (i.e. payroll, pension/retirement, investment income, other-please specify): _____.

Effective immediately, the new financial institution information is as follows:

PrimeWay Account Number: _____
Address: **P.O. Box 53088, Houston, Texas 77052-3088**

Checking Savings CD Money Market (select one)

ABA Bank Routing Number: 313083727

If you should have any questions regarding this change, please call me on my daytime phone number: _____.

Please send me written confirmation of when the change will be effective. I am aware that some automatic deposits require advance notice of changes. Please include those notice periods when determining the new effective date.

Thank you for your cooperation.

Sincerely,

(Member Signature)

Attached is a voided check from my account.

primeway[®]
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