

To assist you in the transfer of your account(s), we have provided a convenient checklist to help you keep track of the process.

STEP 1 Open an account at any University Credit Union Branch. Have your new account number(s) handy when changing accounts:

Savings Account (Member Number) _____
 Checking Account (10 digit MICR Number) _____
 Routing and Transit Number: 267077850

* Keep sufficient funds in your old account to cover any outstanding checks as well as automatic payments.

STEP 2 Change direct deposits to University Credit Union by notifying your payroll office or any other payor who makes automatic deposits to your account. Find out the date the first deposit will occur.

- Employer deposit
- Government deposit
- Social Security Administration
- Brokerage deposits
- Child support or court-ordered deposits
- Other

STEP 3 Change Automatic or Reoccurring Payments/Withdrawals from your old account to your new account.

- Mortgage/Rent
- Association Fees
- Internet service
- Investments
- Utilities: Electric, Gas, Water Phone/Cell Phone
- Online billing
- Auto
- Club/Membership Dues
- Cable TV/Satellite
- Credit Cards
- Other

STEP 4 Once you are sure all automatic payments and all direct deposits are coming and going from your University Credit Union account, transfer the final funds from your old account into your University Credit Union account.

STEP 5 Follow the procedures for closing an account at your old financial institution. Make sure to obtain written confirmation that your account is closed.

Additional Options to Explore

- Refinance your auto loan at University Credit Union.
- Transfer high-rate credit card balances to a University Credit Union MasterCard
- Refinance your mortgage loan at University Credit Union.
- Tap your home's equity with one of University Credit Union home equity services.

For additional details — or help switching your accounts to University Credit Union — just ask us! We'll be glad to help. Please visit any branch or call 786-425-5000