

Switching to The First is Easy!

Switching your accounts to **The First** is easy even if you have direct deposits or automatic payments. The First is prepared to help you make it happen in four easy steps.

Switch Steps

1. Open an Account at The First

- Opening an account at The First is easier than ever. You can apply for your choice of checking accounts, a savings account or a 12-month CD online. Use Steps 2 through 4 below to help you gather information to expedite the process. [Link here to get started](#). Once you have opened an account online, a representative of The First will contact you.
- The First also welcomes you to stop by. When opening an account in person, below is a list of information and documentation The First recommends you gather for each account signer:

Information

- Legal Name
- Date of Birth
- Social Security Number
(or Resident/Nonresident Alien Identification Number)
- Home Address (and mailing address if different)
- Telephone Numbers
(home, work, mobile and/or others)
- Employer (if applicable)
- Email Address

Documentation

- Government-issued identification with photograph
- Proof of Address (If current address is not listed on government-issued identification, please bring a recent piece of mail such as a utility bill.)
- Proof of Identity, either:
 - Social Security Number – Social Security card or government-issued photo identification
 - Resident/Nonresident Alien Identification Number – provide one or more of the following, one of which contains a photograph:
 - Non-U.S. passport which shows passport number and country of issuance
 - Other non-U.S. government-issued document showing evidence of nationality and residence
 - Taxpayer Identification Number

2. Switch Your Direct Deposits

Use the Authorization to Change Direct Deposit Form (attached).

3. Switch Your Automatic Withdrawals

Use the Automatic Withdrawal Authorization Form (attached).

4. Close Your Other Financial Institution Account

Use the Account Closure Authorization Form (attached).

Benefits of opening an account with The First:

- Electronic Banking
- Online Banking and Bill Pay
- Mobile Banking and Bill Pay
- SnapShot Deposit
- eStatements

Switch Checklist

This check list will help you to prepare for your switch to The First.

1. Gather a Check, Deposit Slip or Statement from the account you are switching from or the following:

- Bank routing number
- Account number

2. Gather information on all direct deposits made and if available, bring recent documentation such as a paystub or statement for each.

- Paychecks
- Investments
- Other
- Retirement/Pension Plans
- Social Security

3. Gather information on all automatic withdrawals made and if available, bring a recent statement or other documentation for each.

Loans

- Mortgage
- Education
- Student
- Vehicle
- Home Equity
- Other

Insurance

- Homeowner's
- Automobile
- Disability
- Other
- Personal Property
- Life
- Long Term Care

Utilities

- Electric
- Water
- Trash
- Internet Provider
- Telephone - Mobile
- Gas
- Sewer
- Cable
- Telephone - Land Line
- Other

Miscellaneous

- Health Club
- Medical Payments
- Charitable Donations
- Other
- Subscriptions
- Investments
- Credit Cards

Authorization to Change Direct Deposit

Company or Employer: _____

Address: _____

City, State, Zip: _____

Phone Number: _____

Employee ID or Acct. Number: _____

*From this day forward, I authorize (Company) _____ to directly deposit funds to my First National Bank of Hutchinson account. This authorization is to remain in effect until I have notified depositor in writing that this information has been changed or revoked.

Please directly deposit funds to the following First National Bank of Hutchinson account:

First National Bank Checking Account # _____ Routing # 101100171

First National Bank Savings Account # _____ Routing # 101100171

Customer's Printed Name: _____

Signature: _____ Date: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____

Direct Deposit Checklist (one per form):

_____ Payroll _____ Retirement _____ Investments

_____ Social Security _____ VA Benefit _____ Other

*Please attach a VOIDED check, if requested by Company.

Automatic Withdrawal Authorization

Name of Company: _____

Address: _____

City, State, Zip: _____

Phone Number: _____

Account Number: _____ Payment Amount: _____

Please make all automatic withdrawals from the following account:

First National Bank Checking Account # _____ Routing # 101100171

First National Bank Savings Account # _____ Routing # 101100171

This authorization will remain in effect until I have notified you in writing that this information has been changed or revoked.

Customer's Printed Name: _____

Signature: _____ Date: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____

Consider the following categories:

- | | | | |
|--|---|---|--|
| <input type="checkbox"/> Home Mortgage | <input type="checkbox"/> Auto Loans | <input type="checkbox"/> Utilities | <input type="checkbox"/> Student Loans |
| <input type="checkbox"/> Insurance | <input type="checkbox"/> Cable/Internet/Phone | <input type="checkbox"/> Charity Donation | <input type="checkbox"/> Medical Bills |
| <input type="checkbox"/> Credit Cards | <input type="checkbox"/> Gym/Club Membership | <input type="checkbox"/> Subscriptions | <input type="checkbox"/> Investments |

Account Closure Authorization

Financial Institution: _____

Address: _____

City: _____ State: _____ Zip: _____

Please close the following account(s):

Account Number: _____ Primary Owner: _____

Account Number: _____ Primary Owner: _____

Account Number: _____ Primary Owner: _____

Please forward me a check to the address listed below:

Primary Owner Printed Name: _____

Signature: _____ Date: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____

Notarization of Signature

(Only if required by closing Financial Institution)

State of _____, County of _____

Signed and affirmed before me on the _____ day of _____, 20 _____.

Signature of Notary Public

My Appointment Expires