Automatic Withdrawal/Deposit Switch Form



Complete and sign one copy of this form for each automatic withdrawal or automatic depositor (other than payroll) and mail to the institution that withdraws or deposits to your old account.

This form will notify merchants to redirect automatic payments (i.e., utility companies, insurance company bills or automatic deposit transactions) to Tompkins Community Bank. To ensure accuracy, please attach a voided check from your new Tompkins Community Bank account to each Automatic Withdrawal/Deposit Switch Form that you use (see below).

To:	Tompkins Trust Company account below:
Merchant / Company Name	
Merchant / Company Address	
City State Zip	
From:	
Name	
Address	
City State Zip	
Account Number	
Please redirect my:	
O Automatic Withdrawal O Automatic Deposit	
To my new Tompkins Trust Company checking account effective:	
O Immediately O or Beginning//	
021302648	
Account Number Routing Number	
Signature	
Daytime Phone Number	

*You should use a separate form for each Automatic Deposit or Withdrawal. Please make additional copies as needed.

You may want to keep your previous account for 2 months in order to ensure all automatic transfers are complete.