

# Automatic Payment Transfer Form

Your Advantage Plus Checking Account comes with free online BillPay, however, if you would like to transfer your existing payments with individual companies (like utilities, mortgage, credit card, etc.), print, complete, sign, and return this form to each company. Make additional copies of this form as necessary.

*Remember to keep copies of all documents for your personal records.*

## • Payee/Company Information

Date \_\_\_\_\_ Name of Payee \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

## • Your Information

I would like to change my payment instructions for Account #: \_\_\_\_\_

Currently, you are debiting payment from my old bank account at:

Name \_\_\_\_\_

ABA Routing #: \_\_\_\_\_ Account #: \_\_\_\_\_

As of \_\_\_\_\_ (date), please stop debiting this account and start debiting this payment from my new account at River Valley Bank.

### **My new information is as follows:**

River Valley Bank ABA Routing number **075911742**

Account # \_\_\_\_\_

## • Please send me a written confirmation of the date this change will be effective on your system.

Signature \_\_\_\_\_

Print Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

