

1 Open A North Brookfield Savings Bank Checking Account.

First, let your personal banker at North Brookfield Savings Bank help you decide which account best fits your needs. You can open a North Brookfield Savings Bank Checking Account at any branch.

2 Close Your Old Account.

Prior to closing your old account, be sure to leave in enough money to cover any outstanding checks and automatic withdrawals. Once all charges have been paid, ask your previous bank to send your remaining balance(s) to you or your new North Brookfield Savings Bank Checking Account. Then, destroy your old checks, ATM cards, debit cards and deposit slips.

Just fill out the [Notification of Account Closure](#) on the form in our Switch Kit and we'll do the rest.

3 Switch Your Automatic Transactions.

Our forms can be used to notify companies that you've switched to North Brookfield Savings Bank. Just fill in the required information, bring it to the North Brookfield Savings Bank nearest you and we'll assist you through the notification process. We'll even make copies for each applicable company for you to mail. Here are some examples of the kinds of companies that you may want to notify:

Direct Deposit - Companies or government agencies that regularly deposit funds into your checking account.

- Your Employer
- Your Pension Plan Administrator*
- The Social Security Administration*

Automatic Withdrawals - Companies that regularly make electronic withdrawals from your checking account or automatically assess charges to your debit card.

- Your Mortgage Company
- Your Insurance Company
- Your Telephone, Cable, Utility, Internet Provider or Health Club.

* If you receive deposits other than payroll direct deposit— such as retirement or Social Security payments— contact the depositor for instructions on changing these deposit to your new NBSB Checking Account.

Conveniently located in...

NORTH BROOKFIELD

9 Gilbert Street, North Brookfield, MA 01535
508-867-7442

WEST BROOKFIELD

128 West Main Street, West Brookfield, MA 01585
508-867-5821

PALMER

1051 Thorndike Street, Palmer, MA 01069
413-283-4008

BELCHERTOWN

4 Daniel Shays Highway, Belchertown, MA 01007
413-323-8416

NORTH BROOKFIELD

Loan Center

35 Summer Street, North Brookfield, MA 01535
508-867-1302

Corporate Office

508-867-7442

Toll Free: 866-711-6272

www.banknbsb.com



SWITCH KIT

Join our family!

It's as easy as



Notification of Account Closure

This form goes to the financial institution where you will be closing your account.

To Whom It May Concern:

Financial Institution Name

Address: _____

City: _____

State: _____ Zip: _____

Effective on: _____ / _____ / _____
Month Day Year

Please close my account:

Account #: _____

Primary Owner: _____

Address: _____

City: _____

State: _____ Zip: _____

Please send the remaining balance to:

(check one)

MY NEW NBSB ACCOUNT

Financial Institution: **North Brookfield Savings Bank**

35 Summer Street, North Brookfield, Massachusetts 01535

Routing # : **211374091**

Account # : _____

MY ADDRESS LISTED ABOVE

Primary Owner Signature

Joint Owner Signature

Notification of Direct Deposit Authorization Change

This form goes to all companies from whom you receive direct deposits.

To Whom It May Concern:

Name of Company or Agency

Please direct all future payroll direct deposits to the following accounts:

Financial Institution: **North Brookfield Savings Bank**

Routing # : **211374091**

Deposit my entire paycheck OR partial paycheck

in the amount of: \$ _____ into my (check one):

Checking Account #: _____

Savings Account #: _____

Start Date: _____ / _____ / _____
Month Day Year

Name: _____

Address: _____

City: _____

State: _____ Zip: _____

Other Information your employer may need:

(Employee ID #, etc.)

Signature Date

This is a change in authorization for your Direct Deposit. If this change means that you will no longer have sufficient funds in your previous account to cover any automatic withdrawals you may have (such as your insurance, telephone, health club dues, mortgage, etc.) please call that company and change the automatic withdrawal to your new North Brookfield Savings account. You can also use the Notification of Automatic Withdrawal Change form.

Notification of Automatic Withdrawal Change

This form goes to all companies with whom you have automatic withdrawals.

To Whom It May Concern:

Name of Company or Financial Institution

Account #: _____

Payment Amount: _____

Address: _____

City: _____

State: _____ Zip: _____

Please discontinue my automatic withdrawal from the following account:

Former Financial Institution: _____

Routing #: _____

Account #: _____

Please make all future automatic withdrawals from the following account:

Financial Institution: **North Brookfield Savings Bank**

Routing # : **211374091**

Account # : _____

Name: _____

Address: _____

City: _____

State: _____ Zip: _____

Signature Date