

AUTOMATIC DEPOSIT NOTICE

To: Name of Company / Organization

Payroll Administration / Other Income Source

Street Address

City, State, Zip Code

RE: Request for Automatic Deposit

This letter is to inform you I have opened a new deposit account with West Suburban Bank. I would like to establish direct deposit to this account. **Attached you will find a voided check** from this account to facilitate this request. Additional account and contact information is listed below.

If you have any questions regarding this request, please do not hesitate to contact me in writing or by telephone at _____.

Sincerely,

Authorized Signature (Original Signature on Account Required To Authorize Change)

Date

Street Address

City

State

Zip Code

ACCOUNT INFORMATION

Name of Company Originating Deposit

Account Number (if applicable)

Credit Amount

Credit Date (if applicable)

As soon as possible, I would like automatic deposit of my income to my new bank account.

West Suburban Bank

071923349

Bank Name

Bank Routing Number

Account Number:

Checking or Savings

Type of Account (circle one)

If you have any questions, please contact _____ (banker) at

WSB Office: _____

Office Phone Number: () _____

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