

Helping You Make the Switch

Your key to a better banking relationship.

Switch deposits and automatic drafts from your old account to your new Atlantic Union Bank account.

- Review 1-3 months of transactions and compile a list to identify all recurring payments and/or deposits.
- For automatic payments and deposits, contact your provider(s) with your new routing number (051403164), account number and effective date.

Common auto-pays:

- | | | |
|--|---|-------------------------------------|
| <input type="checkbox"/> Utility Company | <input type="checkbox"/> Loan Payments | <input type="checkbox"/> Housing |
| <input type="checkbox"/> Credit Card | <input type="checkbox"/> Insurance | <input type="checkbox"/> Cell Phone |
| <input type="checkbox"/> Internet | <input type="checkbox"/> Subscriptions/Apps | |

- For Social Security, you can update your direct deposit at SSA.gov using the my Social Security tab. You can also decide when your change will take effect. If you are unable to change your direct deposit online, you can call Social Security at 1.800.772.1213 (TTY 1.800.325.0778).
- For bill pay service through your new online account, add payees in the bill pay area of online banking or our mobile app. You will need biller name, address, phone number and your account number as it appears on your bill to successfully add these payees. For some common payees, such as Dominion Energy, all you'll need is your account number since we have the address and phone number on file to make adding payees even easier.



Helpful tip! Don't forget automatic transfers between your deposit and loan accounts, or special alerts or statement settings used previously.

Maintain your old account until all outstanding items have cleared and all deposits and payments are effective with your new account at Atlantic Union Bank.

- Keep a sufficient balance in your old account to cover any outstanding checks, debit card purchases, and minimum balance requirements.
- Ensure all automatic payments and transactions have switched prior to closing the old account. This may take a period of 30-60 days, or longer. Close your old account once there is nothing outstanding.
- Remember to shred any unused checks and deposit slips and destroy your ATM and debit cards associated with your old account.
- Update your new account information with your tax professional, or the IRS by calling 1.800.829.1040.

Contact us at 1.800.990.4828 if you have any questions.

Changing banks doesn't have to be complicated.
We're with you every step of the way.

Atlantic Union Bank Account Number
051403164

Atlantic Union Bank Routing Number
Look for the ABA routing number and the account number at the bottom of your checks.

MEMO

: 012345678 : 0123456789 : 0123

BANK ROUTING NUMBER ACCOUNT NUMBER CHECK NUMBER



Direct Deposit Form

If you choose to opt-in to Direct Deposit, complete this form and give it to your employer to authorize them to make a direct deposit to your Atlantic Union Bank account.

Please enclose a deposit slip or voided check for verification.

I authorize the COMPANY (employer named below) to initiate credit entries and, if necessary, to initiate any debit entries to correct erroneous credit entry to my account at the DEPOSITORY (identified by routing number below), for the purpose of automatically depositing funds to my account. I acknowledge that the origination of these transactions must comply with the provisions of U.S. law.

Employer Name ▲

Employer Address ▲

City ▲

State ▲

ZIP Code ▲

Name on Account ▲

051403164

Bank Routing Number ▲

Checking/Money Market Savings

Account Number ▲

Choose Your Direct Deposit Amount:

Net Pay Designate Set Amount:

Choose the Start Date:

Effective Immediately Effective (mm/dd/yyyy):

I understand that this authorization replaces any previous authorization and will remain in full force and effect until the COMPANY has received written notification from me of its termination in such time and in such manner as to afford the COMPANY and DEPOSITORY a reasonable opportunity to act on it.

Your Name ▲

Phone Number ▲

Signature ▲

Date (mm/dd/yyyy) ▲