

PLEASE CHANGE ACCOUNTS FOR AUTOMATIC WITHDRAWAL/DRAFT

(Allow 15 days for processing)

DATE _____

COMPANY NAME _____

ADDRESS _____

CITY

STATE

ZIP

TO WHOM IT MAY CONCERN:

I've recently changed banks and opened an account with United Community Bank.

A withdrawal/draft in the amount of \$ _____ is currently being withdrawn
AMOUNT OF WITHDRAWAL/DRAFT

on _____ from the following:

DAY OF MONTH

Financial Institution _____

Routing number _____

Account number _____

PAYMENT TYPE OR REASON FOR AUTOMATIC WITHDRAWAL/DRAFT

Please stop the automatic withdrawal/draft from the current account on _____

DATE

and start the withdrawal/draft from my United Community Bank account:

United Community Bank routing number _____

United Community Bank account number _____

ADDRESS _____

CITY STATE ZIP

PHONE NO.: CONTACT AT UCB

If you have any questions, please let me know. Thank you.

Sincerely,

SIGNATURE DATE

NAME (PLEASE PRINT)

PHONE DAY / EVENING (circle one)

ADDRESS _____

CITY STATE ZIP

(BE SURE TO KEEP A COPY OF THIS DOCUMENTATION FOR YOUR FILES.)