

# AUTOMATIC PAYMENT CHANGE NOTIFICATION

**Date:** \_\_\_\_\_

**To:**

\_\_\_\_\_  
Employer Name or Organization

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip

**From:**

\_\_\_\_\_  
Account Holder

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip

\_\_\_\_\_  
Daytime Phone

## RE: Notification to Change Automatic Payment

Please note the change in my automatic payment for account \_\_\_\_\_  
to my new checking account:

Financial institution: 1st Security Bank

Routing #: 325182289 Account #: \_\_\_\_\_

**OR** Debit Card #: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ V-Code: \_\_\_\_\_

I hereby authorize the organization above to change my automatic payment effective \_\_\_\_\_.  
This authorization will remain effective until I provide written notice of change or cancellation.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date