

# SWITCH KIT– MOVING YOUR ACCOUNT TO HEARTLAND BANK

**Moving your account to Heartland Bank is very simple. You have two options:**

<b>Easiest Option</b>	On the account(s) you are wanting to move-gather your last two months of bank statements; or if you have access to your account online- you can bring in your access ID and password to any of our branch locations. Our Personal Banker will review your account history to determine which transactions need to be moved to your new account at Heartland Bank. Our Personal Banker will create the necessary paperwork to get the transactions moved.
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<b>Do-It-Yourself Option</b>	<ul style="list-style-type: none"><li><input type="checkbox"/> You complete the attached “Automatic Deposit and Withdrawal Checklist”- make sure to list all the automatic transactions and then bring the checklist into any of our Heartland Bank locations and our Personal Banker will help you get the transactions moved.</li><li><input type="checkbox"/> You can complete the “Authorization to Switch Direct Deposit” and the “Change Automatic Withdrawal” forms online, print, sign and bring to any of our locations. The form will need to be completed on every transaction that needs to be moved. The “Authorization to Switch Direct Deposit” must be used to move direct deposits and the “Change Automatic Withdrawal” form would need to be completed on every automatic transaction that pulls money from your account.</li><li><input type="checkbox"/> You can print off the “Authorization to Close Account” form at home, fill it out, sign and mail it to your old financial institution.</li></ul>
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**Even SIMPLER... Call Heartland Bank at 866-460-2800 (Manson) or 888-350-3181 (Gowrie)**

We can help you switch these transactions using secure email...save you a trip to the bank; OR

We can help you switch these transactions using text messages



**HEARTLAND**  
BANK

Member  
**FDIC**