



Automatic Payment Change Request

Use this form to switch your automatic payments to your account with Virginia Educators Credit Union. Send this form to any company that is automatically withdrawing funds from your checking account at your previous financial institution.

To:

Company Name: _____

Company Address: _____

City: _____ State: _____ Zip: _____

I would like my automatic payments to be changed to my account at Virginia Educators Credit Union. Please use the following information to make the necessary changes:

Name on Account with your Company: _____

Account Number at your Company: _____

Payment Amount: \$ _____

Customer Address: _____

City: _____ State: _____ Zip: _____

Please switch my automatic payments to this Virginia Educators Credit Union account:

Checking Account Number: _____

Routing Number: 251481355

Virginia Educators Credit Union
12626 Nettles Drive
Newport News, VA 23606
(757)930-2425

I understand that I need to give you at least two week's notice prior to my next scheduled transaction. Therefore, I expect the first payment from Virginia Educators Credit Union to be dated ____/____/____.

If you have any questions please call me at: (____) ____-____.

Name (print): _____

Signature: _____

Date: _____