



# Make the Switch!

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## Three Simple Steps to Switch to VCCU

1. Open your account at Ventura County Credit Union
2. Use this checklist for step-by-step instructions for changing your bank account
3. After completing each item on the checklist, close your account at your old financial institution

## Switch Checklist

Check off the boxes as you complete them.

- Open your membership and checking account online at vccuonline.net. You may also do this by visiting any of our offices
- Enroll in Online Banking and Bill Pay. Set up Bill Pay for your current bills
- Send an Authorization to Switch your Direct Deposit to companies with which you have direct deposit (employer, government deposits, pension, transfers from other financial institutions, investment dividends, child support or court-issued deposits, etc.)

## To change your Social Security deposits, visit:

<https://www.ssa.gov/myaccount> or call the Social Security Administration at: 800.772.1213

**Ventura County Credit Union Routing/Transit number: 322283505**

- Send an Authorization to Switch your Automatic Payments to companies who automatically take payments from your checking account (utilities, mortgage, insurance, brokerage, credit cards, internet service providers, transfers to other banks, child support or court issued payments, etc.)
- Make certain funds are available in your old account to cover any automatic payments, checks, and check card transactions that may still be withdrawn. Check maturity dates on Certificates of Deposit if transferring in order to avoid early withdrawal penalties
- Verify that all checks, check card transactions, and scheduled bill payments have cleared your checking account at your old financial institution
- Verify that your direct deposits and automatic payments have begun posting to your new Ventura County Credit Union account
- Send a Request to Close Account to your old financial institution
- Complete automatic bill pay process, requesting any eBills be sent to your VCCU account

## Helpful tips

- Manage your account 24/7 with Online and Mobile Banking, Bill Pay and Telephone Teller
- Manage cash anytime with our network of nearly 30,000 fee-free ATMs nationwide

Please contact VCCU at 805.477.4000 during business hours for assistance.