

Direct Deposit Change/Transfer

When transferring your Direct Deposit(s) allow 30 days before your new Direct Deposit will take effect. Your employer may require your Social Security Number or Employee ID Number. Please consult your Human Resources or Payroll Department for details. Once completed, give this form to your Human Resources or Payroll Department for processing.

Employer/Depositor Name

Complete Address

City, State, Zip

To Whom It May Concern,

You are currently depositing my ENTIRE PAYCHECK/PART OF MY PAYCHECK (circle one, indicate amount if part of paycheck) to the following account:

Financial Institution: _____
Routing/Transit Number: _____
Account Number: _____

Please stop depositing to the above account and begin depositing to the account listed below:

New Financial Institution: AppleTree Credit Union

Address: Member Services Department
11333 W. Greenfield Ave.
West Allis, WI 53214

Phone #: (414) 546-7800

AppleTree Routing #: **2750-8247-1**

Checking Account #: 8 _____ (10 digits)

Money Market Account#: 7 _____ (10 digits)

Savings Account #: _____ (4/5 digits)

If you have any questions regarding this request or require additional information, please contact me during the DAY/EVENING (circle one) at _____ (phone #).

Thank you for your assistance.

Sincerely,

Name (print)

Signature

Please contact us at 414-546-7800, or stop by one of our branches, if you have any questions about this or any of the forms.