

QUICK SWITCH CHECKLIST



New York Community Bank

Member FDIC

Form Name	Account Number	Type Of Account	Financial Institution	Date Mailed or Date to Mail	Follow-up Date/Action	Item Complete
Account Close Request						0
Account Close Request						0
Direct Deposit Enrollment						0
Direct Deposit Enrollment						0
Payroll Direct Deposit						0
Payroll Direct Deposit						0
Automatic Bill Payment						0
Automatic Bill Payment						0
Automatic Bill Payment						0
Automatic Bill Payment						0
Automatic Bill Payment						0
Automatic Bill Payment						0
Automatic Payment Deduction						0
Automatic Payment Deduction						0

Notes: _____

Please make sure all automatic and direct deposit requests have been completed prior to closing your existing/previous account. This may take 1-2 months to take effect.