



Thank you for choosing First Green Bank for your banking needs!

We want to make this transition as smooth as possible. We have created a Switch Kit to make moving your money and banking services simple. We've even included the checklist below to help ensure you have handled all the necessary details. A First Green Bank representative will be happy to assist you!

- Complete New Account Information form in this Switch Kit and return to your local First Green Bank representative to set up your new accounts.
- Ensure sufficient funds are available in your current account to cover any automatic payments that are still outstanding.
- To avoid early withdrawal penalties on your Certificates of Deposit, verify maturity dates before transferring to First Green Bank.
- Send written notice or visit your current bank to close your accounts.
- Send written notice to your vendors who automatically draft payments from your current checking account (telephone, utilities, bank payments etc.) to notify them of your new bank routing and account numbers, or you may cancel those drafts and sign up for First Green's Online Banking and Bill Pay.
- Send written notice to your employer to change the bank routing and account number for where your direct deposit is sent.

**Please ensure auto debits and direct deposits are successfully debited and/or credited to your new First Green Bank Account before closing out your current account.** If there is anything more we can do for you please do not hesitate to call or stop by your local First Green Bank Branch. We look forward to developing a lasting relationship with you!

Sincerely,

The Green Team

352-483-9100

**First Green Bank Account Information Sheet**

Clermont: 352.483.9700  
Eustis: 352.483.9100

Title of Account: \_\_\_\_\_ Account Number: \_\_\_\_\_  
Beneficiary \_\_\_\_\_ Port Number: \_\_\_\_\_  
Names: \_\_\_\_\_

**IMPORTANT ACCOUNT OPENING INFORMATION:** Federal law requires us to obtain sufficient information to verify your identity. You will be asked several questions and to provide more than one form of identification to fulfill this requirement. In some instances we may use outside sources to confirm the information. The information you provide is protected by our privacy policy and federal law.

Individual information	Individual information
Name: _____	Name: _____
SSN/TIN: _____	SSN/TIN: _____
Date of Birth: _____	Date of Birth: _____
Physical Address: _____	Physical Address: _____
Mailing Address: _____	Mailing Address: _____
Home Phone: _____	Home Phone: _____
Business Phone: _____	Business Phone: _____
Cell Phone: _____	Cell Phone: _____
Email Address: _____	Email Address: _____
<b>Two forms of ID required - one gov't photo, type, #, issue and exp.date noted</b>	<b>Two forms of ID required - one gov't photo, type, #, issue and exp.date noted</b>
Signature: _____	Signature: _____

Individual information	Individual information
Name: _____	Name: _____
SSN/TIN: _____	SSN/TIN: _____
Date of Birth: _____	Date of Birth: _____
Physical Address: _____	Physical Address: _____
Mailing Address: _____	Mailing Address: _____
Home Phone: _____	Home Phone: _____
Business Phone: _____	Business Phone: _____
Cell Phone: _____	Cell Phone: _____
Email Address: _____	Email Address: _____
<b>Two forms of ID required - one gov't photo, type, #, issue and exp.date noted</b>	<b>Two forms of ID required - one gov't photo, type, #, issue and exp.date noted</b>
Signature: _____	Signature: _____

Business Information	
Name: _____	Employer ID Number (EIN): _____
Physical Address: _____	Mailing Address: _____
Email: _____	Phone(s): _____
Type of Entity: _____	Auth/Resolution Date: _____
Nature of Business: _____	State/Country , Date of Org.: _____

I certify on behalf of the business that the above information is true and complete, and that you are authorized to verify the above information and to obtain further information concerning the business's credit history, standing and deposit account(s) maintained with other financial institutions.

<i>Authorized Representative</i>	<i>Date</i>	<i>Authorized Representative</i>	<i>Date</i>
_____	_____	_____	_____