



## GECU's Easy-to-Switch Kit

Make the switch to a GECU checking account. Only 3 easy steps!

Open a GECU checking account at your neighborhood branch for only \$20 then, follow these 3 steps.

**Step 1:** Switch your direct deposits and automatic deposits using our *Change Direct Deposit Authorization.*

**Step 2:** Switch your automatic payments and withdrawals using our *Change Automatic Withdrawal Authorization.*

**Step 3:** Close your savings, checking and bill payment accounts at other financial institutions using our *Close Account Authorization.*

For more information about switching your accounts to GECU, call SmartCall at 778.9221 (toll free – 1.800.772.4328).

*Checking account subject to approval.*

*If you live or work in El Paso County or in Doña Ana County, New Mexico within a 25 mile radius of our 1500 N. Resler Branch or in all of Hudspeth Count you are eligible for membership. To become a GECU member-owner deposit \$20 to open a share account. That's your first share of ownership in your credit union!*



P.O. Box 20998 · El Paso, TX 79998-0998 · 915.778.9221 (toll- free 1.800.772.43.28) · [www.gecu-ep.org](http://www.gecu-ep.org)

**Federally insured by NCUA.**



## Things To Do Check List

1. Switch direct/automatic deposit using Change Direct Deposit Authorization:
  - Employer deposit
  - Government deposit
  - Social Security Administration deposit
  - Brokerage deposit
  - Child support or court-ordered deposits
  - Other deposits \_\_\_\_\_
2. Switch automatic payments/withdrawals using Change Automatic Withdrawal Authorization:
  - Mortgage/rent
  - Association fees
  - Internet service
  - Investments
  - Utilities: electric, gas, water
  - Online bill payees
  - Vehicle loan(s)
  - Club/membership dues
  - Cable television/satellite
  - Credit cards
  - Phone/cell phone
  - Other payments/withdrawals \_\_\_\_\_  
\_\_\_\_\_
3. Close all other savings, checking and bill payment accounts using the Close Account Authorization.
  - Financial institution: \_\_\_\_\_
  - Financial institution: \_\_\_\_\_
  - Financial institution: \_\_\_\_\_
  - Financial institution: \_\_\_\_\_

For more information about switching your accounts to GECU, call SmartCall at 778.9221 (toll free – 1.800.772.4328) or you can start now by completing our *easy-to-switch* forms.



## Change Direct Deposit Authorization

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employer or Depositor's Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City/State/Zip Code

To Whom It May Concern:

You are currently making direct deposits on my behalf to this account:

Old financial institution: \_\_\_\_\_

Account Number: \_\_\_\_\_

Routing Number: \_\_\_\_\_

Please discontinue direct deposits here and immediately begin direct deposits to my new account at:

GECU  
P. O. Box 20998  
El Paso, TX 79998-0998

Routing Number: 3120-8108-9

GECU Account Number: \_\_\_\_\_

If you have any question regarding this request, please contact me during the day at:  
(\_\_\_\_) \_\_\_\_ - \_\_\_\_\_ (telephone number)

Thank you.

Sincerely,

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City/State/Zip Code

\_\_\_\_\_  
Identification Number



## Change Automatic Payments Authorization

Instructions: Please complete this authorization to have automatic payments made from your old account to your GECU account before your next payment is due. It may take up to two billing cycles for the cancellation to take effect, so you'll want to: 1) leave enough funds in your old account to cover these payments; or 2) use GECU's free online Bill Pay to make your payments. **Remember** to change any automatic payments made by your debit card and online bill pay service.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name of Company Making Automatic Withdrawal or Payment

\_\_\_\_\_  
Address

\_\_\_\_\_  
City/State/Zip Code

To Whom It May Concern:

You are currently withdrawing: \$ \_\_\_\_\_ (amount) on a \_\_\_\_\_ (when) basis for my  
\_\_\_\_\_ (what payment is for) from:

Old financial institution: \_\_\_\_\_

Account number: \_\_\_\_\_

Routing number: \_\_\_\_\_

Please discontinue withdrawals from this account and (check one)

Begin withdrawals from my account at:

GECU

P. O. Box 20998

El Paso, TX 79998-0998

Routing Number: 3120-8108-9

GECU Account Number: \_\_\_\_\_

Begin withdrawals from by GECU MasterMoney debit card:

Card number: \_\_\_\_\_ Expiration: \_\_\_\_\_

I will make payments through GECU's online bill pay service.

If you have any questions regarding this request, please contact me during the day at:  
(\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ (telephone number)

Thank you.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City/State/Zip Code

\_\_\_\_\_  
Identification Number (if applicable)



## Close Account Authorization

Instructions: Before closing your account you'll want to stop using it. **Note:** Be sure to keep enough funds in it to cover any outstanding checks and automatic payments/withdrawals. Once the last check and automatic payment/withdrawal has cleared, complete this authorization to close your account and have the funds transferred to your GECU account. Remember to destroy and properly dispose of all old checks and ATM/Debit cards.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Financial Institution Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City/State/Zip Code

To Whom It May Concern:

Please close my account(s) with your financial institution:

Account Number: \_\_\_\_\_

Account Holder(s): \_\_\_\_\_

\_\_\_\_\_

Send a check for the remaining balance(s) to my new account at:

GECU  
P. O. Box 20998  
El Paso, TX 79998-0998  
Routing Number: 3120-8108-9  
GECU Account Number: \_\_\_\_\_

I have made arrangements to discontinue the direct deposit and automatic withdrawal of funds from my account(s) with your financial institution.

If you have any question regarding this request, please contact me during the day at:

(\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ (telephone number)

Sincerely,

\_\_\_\_\_  
Account Holder 1 Signature                      Date

\_\_\_\_\_  
Account Holder 2 Signature                      Date

\_\_\_\_\_  
Address

\_\_\_\_\_  
City/State/Zip Code



## Easy-to-Switch Addresses and Telephone Numbers

### Banks

Bank of America	
Bank by Phone	1.800.432.1000
	5004 Montana ▪ El Paso, TX 79903
Routing Number	1110 0002 5 32-2/1110 (Branch of Charlotte, NC)
Weststar Bank	
Downtown	500 N. Mesa Street ▪ El Paso, TX 79901 ▪ 915.532.1000
Routing Number	1120 1761 9 88-1761/1120
JPMorgan Chase Bank	
Consumer Banking	1.800.935.9935 (for English) ▪ 1.800.312.4273 (for Spanish)
Downtown Branch	201 E. Main ▪ El Paso, TX 79901 ▪ 915.546.6639
Routing Number	1120 0015 0 88-15/1120
First Federal Bank	
West Location	7015 N. Mesa ▪ El Paso, TX 79912 ▪ 915.587.6599
East Location	2290 Trawood ▪ El Paso, TX 79935 ▪ 915.594.0681
Routing Number	3122 7045 0 95-7045/3122 (Branch of Roswell,NM)
First National Bank	7400 Viscount ▪ El Paso, TX 79925 ▪ 915.779.7100
Routing Number	1123 1952 4 88-1952/1123 ( <b>Branch of Fabens</b> )
Inter National Bank	175 E. Arizona ▪ El Paso, TX 79902 ▪ 915.594.3400
	1790 Lee Trevino, Suite 100 ▪ El Paso, TX 79936 ▪ 915.594.3435
	125 Shadow Mountain ▪ El Paso, TX 79902 ▪ 915.5943425
Routing Number	1148 1527 2 7701527.1148 (Branch of McAllen)
BBVA Compass Bank	
Downtown Branch	601 N. Mesa ▪ El Paso, TX 79901 ▪ 915.485.9200
Routing Number	113010547
United Bank of El Paso del Norte	
West	125 Mesa Hills Drive ▪ El Paso, TX 79912 ▪ 915.231.2500
East	9801 Gateway West ▪ El Paso, TX 79925 ▪ 915.231.2500
Far East	1726 N. Zaragoza ▪ El Paso, TX 79936 ▪ 915.231.2500
Routing Number	1120 2443 7 88-2443/1120
Wells Fargo	
Customer Service Phone Bank	1.800.869.3557
Downtown Branch	221 N. Kansas ▪ El Paso, TX 79901 ▪ 915.532.9922
Routing Number	1120 0006 6 88-6/1120 (Branch of Sioux Falls, SD)
<u>Credit Unions</u>	
Chevron Federal Credit Union	6501 C Trowbridge Avenue ▪ El Paso, TX 79905 ▪ 915.775.3473
Routing Number	3120 8121 2 88-8121/3120 (Branch of Oakland, CA)
El Paso Area Teachers Federal Credit Union	12020 Rojas Drive ▪ El Paso, TX 79936 ▪ 915.926.2500
Routing Number	3120 8103 4 88-8103/3120
Evolve Credit Union	8840 Gazelle ▪ El Paso, TX 79925 ▪ 915.593.5866
Routing Number	3120 8100 5 88-8100/3120
FirstLight Federal Credit Union	
Administrative Building	9983 Kenworthy ▪ El Paso, TX 79924 ▪ 915.562.1172
Routing Number	3120 8094 1 88-8094/3120
One Source Federal	

Credit Union 8870 Gazelle ▪ El Paso, TX 79925 ▪ 915.592.0233  
Routing Number 3120 8097 0 88-8097/3120

White Sands Federal  
Credit Union 4545 Hondo Pass ▪ El Paso, TX 79904 ▪ 915.834.2200  
Routing Number 3122 7647 0 95-7647/3122 (Branch of Las Cruces, NM)

Government Agencies

Social Security Administration 1.800.772.1213

Office of Personnel  
Management (Civil Service Annuity) ▪ 1.888.767.6738

Veteran's Administration (Pension and Education Benefits) ▪ 1.877.838.2778

Railroad Retirement Board El Paso Office ▪ 915.541.7063 or 1.800.808.0772

## Easy-to-Switch Addresses and Telephone Numbers

Phone Companies

AT&T 1.866.662.4548

Sprint PCS Customer Care ▪ 1.866.341.4291

Utilities

El Paso Electric Company P.O. Box 982 ▪ El Paso, TX 79960 ▪ 915.543.5970

El Paso Water Utilities 1154 Hawkins Boulevard ▪ 915..594.5500

Texas Gas Service Company Customer Service ▪ 915.562.8411

Other Useful Addresses and Telephone Numbers

El Paso Times Customer Service ▪ 915.546.6300

Time Warner Cable 7010 Airport Drive ▪ El Paso, TX 79906 ▪ 915.772.4422

