



Ready to change banks? Rely on simplicity.

The guide to making the seamless switch to
Relyance Bank.



The three steps to switching your account.

1 OPEN

Open your new account at Relyance Bank.

The first step: Select the account that's right for you. We've got plenty to choose from and can even help you find the perfect fit.

2 TRANSFER

Transfer direct deposits and automatic payments.

Setting up your deposits and electronic payments is the next step in the process – one that we are here to assist you with if you need a hand.

3 CLOSE

Close your old account.

Now that you're officially a Relyance Bank customer, you get to say goodbye to your old bank. This step is simple, but should questions arise, we are here to answer them.

Transfer Direct Deposits and Automatic Payments

This is one of the most important aspects of making a smooth switch to Relyance Bank. It's a good idea to have a few recent bank statements available to review the automated transactions you need to move, including direct deposits and electronic bill pay.

Payroll Direct Deposit — *Notify your employer of the change to set up your payroll direct deposit.*

U.S. Government Direct Deposit — *Direct your Social Security, military pay, VA compensation/pension, railroad retirement, etc. to your new account.*

Investment Direct Deposit — *For other direct deposits you receive including investments, pension/retirement plans, interest or dividend payments.*

Automatic Payments - *You'll need to switch automatic payments set up to change your checking, savings, debit or credit card to your new Relyance Bank account*

There may be several ways to notify your Payees that you have a new account.

- Several of your Payees may include a form with their monthly statement where you can enter your new account information.
- Some Payees provide a customer service number for you to provide your new account information by telephone.
- Many local utilities and vendors have websites available for you to enter your new bank account information.

Online/Mobile Banking Access - *As soon as your new account is open, you can enroll for online access at www.relybank.com. When you enroll, you create your own User ID and set your own password.*

Online Bill Payment - *you can request this additional service during the enrollment process.*

- **Important:** *Before you cancel your online bill payment service with your old bank, be sure to print a list of your Payees including addresses and account numbers, if available.*



Automated Transactions Checklist

Here's a quick checklist of common automated payments and direct deposit sources to help you remember to notify senders and receivers about your new account.

Automated Payments

- Electric Company
- Gas Company
- Water Company
- Telephone
- Cellular Service
- Cable Service
- Mortgage or Rent Payment
- Car Loan or Lease
- Credit Card _____
- Credit Card _____
- Other Loans _____
- Dept. Store Card _____
- Home/Rental Insurance
- Automobile Insurance
- Life/Health Insurance
- Auto Club (AAA)
- Health Club
- Tuition
- Subscription services

Direct Deposits

Private Sector Payments

- Payroll Direct Deposit
- Retirement/Pension Plan
- Interest Income
- Dividends
- Other _____
- Other _____
- Other _____

Government Payments

- Social Security
- Federal Salary/Military Civilian Pay
- VA Compensation or Pension
- Supplemental Security Income
- Railroad Retirement
- Civil Service Retirement
- Military Active
- Military Retirement
- Military Survivor
- Other _____