First Community Bank
Passionate Pursuit of Excellence
Member FDIC

The right tools make organization simple.

FCB Routing Number: **051501299** **Address:** First Community Bank I P.O. Box 989 I Bluefield, VA I 24605

Your NEW First Community Bank Account Number: _____

Know where your money goes. It's important to keep track of activity on your old account.

Until you close your old account completely, you'll want to keep up with the activity on it to make sure all checks, deposits, automatic withdrawals, debit card transactions, and ATM withdrawals have cleared. For quick reference, include your old account information below.

Financial Institution: _____

Routing Number: _____

Routing Number: _____

Helpful Hint:

When filled out, this switch kit should be stored in a secure place to help protect your private information. It is also a beneficial reference for future questions.

Transfer direct deposits and move your automatic payments to your new account.

The following will help you keep track of the automatic transactions you'll be switching to First Community Bank. For reference, you'll want to have at least one (if not a few) of your most recent bank statements, whether they are mailed or emailed to you, from your old bank. You'll also want the billing information or statements for any automated payments you have set up with your old bank (for regular expenses like insurance, loans, utilities, health club memberships, etc.). Please see the next page for more. Additional copies of this form may be printed or requested.

Reference list of deposits and payments

Direct deposits or payroll

Company name	Deposit amount	Frequency

Reference list of deposits and payments

Direct deposits or payroll

Company name	Deposit amount	Frequency

Automatic payments

Company name	Payment amount	Frequency

Online merchants

Company name	Info updated