

FIRST NATIONAL COMMUNITY BANK SWITCH KIT



First National Community Bank is a locally owned and operated community bank, with branch offices across Northwest Georgia, focused on improving the financial health and well-being of our customers and our communities.

Choosing a bank is an important decision, and you have options when selecting the right financial partner for your family or your business.

Our mission is to provide you with the best customer experience, products that fit your needs and a team of talented, knowledgeable and friendly people who go above and beyond to deliver the best banking relationship, for the best customers in Northwest Georgia.

With so many options, we want to make your banking experience with us as simple, easy and convenient as possible. We've made it easy to switch to First National Community Bank.

**Visit fncbank.com for more information
or call us at (706) 232-BANK**

We know your time is more important than ever. We've created this simple switch kit to make your transition to First National Community Bank fast and easy. Just follow these simple steps to get started.

1**OPEN NEW ACCOUNT**

Visit any of our ten First National Community Bank locations and let us customize the perfect banking relationship for you.

2**GET ORGANIZED**

You'll want to be sure to stop using your old account and allow up to 3 weeks for all checks to clear..

3**TRANSFER DIRECT DEPOSIT**

To set up your direct deposit, use the "Switch My Deposit" form and send it to your employer, your retirement plan or the Social Security Administration (you may also call 1-800-333-1795 or visit GoDirect.org to set up direct deposit for Social Security payments). Be sure to include a voided First National Community Bank check with your request.

4**MOVE AUTOMATIC PAYMENTS**

Change your automatic payments. Use the "Switch My Autopay" form to change any withdrawals or payments that are automatically made from your old account. (Examples: Mortgage, Insurance, Utility Bills, Car Payment). Don't forget to contact the companies that may be using your debit card information and provide them with your new card number.

5**CLOSE OLD ACCOUNT**

Now that checks have cleared and you've changed your automatic deposits and payments, there's only one more thing to do. Use the "I've Switched Banks" form to let your old bank know you've found someone else.

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SWITCH MY DEPOSIT

Please change the checking account for my direct deposit.

You are currently depositing my paycheck or a type of payment to the following account:

My Previous Bank

My Previous Bank's Routing Number

My Previous Account Number

Please begin making these automatic deposits into my new First National Community Bank account.

061102594

FNCB Routing Number

My New Account Number

If you have any questions about this request, please call me. I'm enclosing a voided check from my new account. Thanks!

Name (please print)

Signature

Address

City/State/ZIP

Phone Number

Date

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SWITCH MY AUTOPAY

Please change checking accounts for my automatic payments.

I've recently changed to First National Community Bank. You are currently withdrawing \$ _____.
each month from the following account:

My Previous Bank

My Previous Bank's Routing Number

My Previous Account Number

On (date of month)

Please stop making withdrawals from this account on (date: MM/DD/YY) ____/____/____ and
start debiting them from my First National Community Bank account.

061102594

My New Bank's Routing Number

My New Account Number

If you have any questions about this request, please call me. I'm enclosing a voided check from my
new account. Thanks!

Name (please print)

Signature

Address

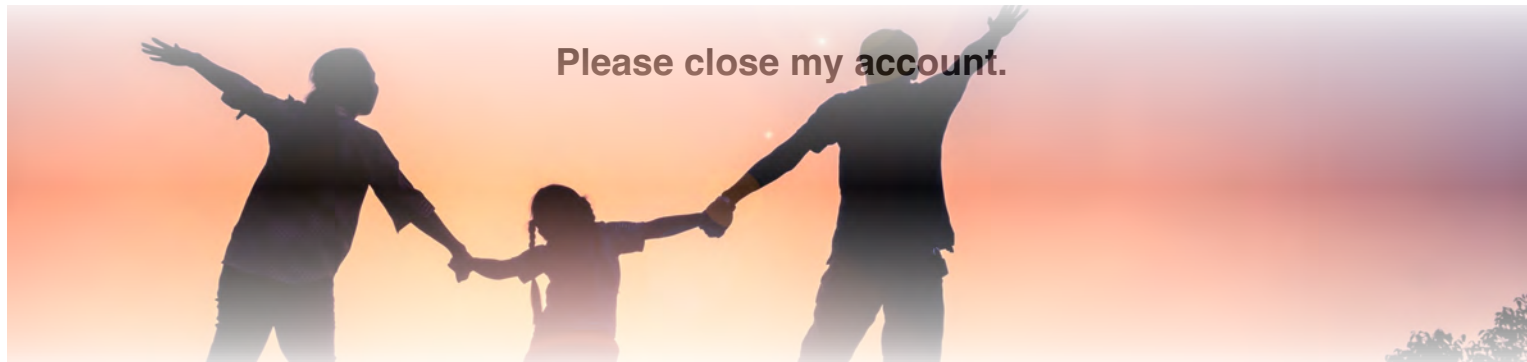
City/State/ZIP

Phone Number

Date

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I'VE SWITCHED BANKS



Date

Bank Name

Address

City/State/ZIP

To Whom it may concern:

Please close the following account number:

and send a check for the remaining balance to the address below.

If you have any questions about this request, please call me. Thanks!

Name (please print)

Signature

Joint Owner Name (please print)

Signature

Address

City/State/ZIP

Phone Number

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