

Alpine Bank's Switch Kit

We welcome you to join a financial partner that is always looking out for your best interest!

You may be asking yourself what makes us unique from other banks? We're glad you asked! As an independent, locally-owned community bank, we have the ability to create solutions for our customers that may not fit the typical approach. Our many flexible products and services are delivered to you quickly with our intimate community bank experience.

In addition, you have the option of banking with any of our convenient locations across Colorado, and when traveling, you can rest assured knowing you can access your cash surcharge-free at over 50,000 ATMs worldwide.

Alpine Bank's five core values Independence, Integrity, Loyalty, Compassion & Community encompass the decisions we make every day. Many of our 550 + employees and managers have been with Alpine Bank for more than 10 years. This loyalty and dedication allows us to build long-term relationships. In fact, we are employee-owned by people who are your neighbors, and who live in and support our communities alongside your family.

We invite you to join us!

We've made it easy and hassle-free for you to switch banks.

Just complete these 4 simple steps using the forms provided and you're done - it's as easy as that!

1

Open your new accounts

The first step is to open your new accounts. Visit any Alpine Bank location or open your accounts online at alpinebank.com. You may select from a variety of additional products and services that suit your lifestyle such as a free Loyalty VISA debit card, free online banking and mobile banking, free online bill pay, competitive credit cards, and much more!

2

Direct Deposit

Simply complete and sign the Authorization to Change Direct Deposit form and submit it to your employer or other organization involved. You will need to include a voided check from your new Alpine Bank account with the completed form.

3

Automatic Funds Transfer (AFT)

If you've set up any AFTs like utility, phone, mortgage payments, or any other recurring deductions from your checking accounts, you'll need to notify the organizations involved of your new account numbers. To make this easy, we've created an Authorization to Change Automatic Funds Transfer form.

4

Close your old accounts

After you've set up your new accounts with Alpine Bank, leave your old accounts active long enough to allow outstanding checks or automatic withdrawals to clear. This process may take several weeks. Once you're sure your old bank accounts are inactive, ask your previous Financial Institution to close them and send you the balances. Then you can destroy your old checks, ATM/debit cards and deposit slips. We've created a Closing Account form to make this easy.



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New Alpine Bank Accounts Set-Up

Bold items must be completed

Date:

Name:

Social Security Number (SSN) OR Tax Identification Number (TIN):

Employer / Occupation OR Nature of Business: NAICS code

How many ATMs do you own (if any)?

For Business Accounts - Will you: Cash Checks? [Y] [N] Sell Money Orders? [Y] [N] Transmit Money? [Y] [N]

Business Market Area Do you intend to operate an Internet Gambling business? [Y] [N]

Deposit Frequency (daily, weekly, monthly) Avg Amt Cash %

Cash W/D Frequency (daily, weekly, monthly) Avg Amt

Wire Transfer Frequency (daily, weekly, monthly) Avg Amt Out to In from

Mailing Address: City State Zip

Physical Address: City State Zip

Home Phone: Business Phone:

State of residence last 5 years:

Identification Number: ID Type: State / Country of Issue:
(DL / Passport)

ID Issue Date: ID Expiration Date:

Date of Birth:

**Inquire ID Code (Code Word)

Home Fax: Business Fax:

Home Cell: Business Cell:

Email Address: Email Address 2:

**This inquiry code (code word) is specific to you individually. It can be numbers, letters or a combination of both. We recommend that you do not use Personal Identification Numbers (PIN) or passwords that are easy to guess (for example, don't use birth dates, spouse, child or pet names)

(BANK USE ONLY – PLEASE DO NOT WRITE BELOW THIS LINE)

Location	CIF#	Officer #
Credit Score	Social Security Year Issued	Match [Y] [N]
Address Match [Y] [N]	Denial Sent [Y] [N]	Date Sent
ChexSystem: Social Security Year/ State Available		
Financial Records	Yes No Comments	Retail Indicator [Y] [N] Comments
You must also call chexsystem for businesses for OFAC		
Visa Check Card	Internet Application & Demo	Maintenance Checked
Checks Ordered	Account Uploaded	Physically Verified ID
SOS / Articles of Organization		
Comments – required for exceptions:		
CSR Signature – required		OFFICER APPROVAL – required for exceptions



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2

Authorization to Change Direct Deposit

Complete this form and send it to any organization that provides a direct deposit into your account. Remember to also **send a voided check or deposit slip from your new Alpine Bank account(s)**. Tell your local Alpine Bank customer service representative if you will be needing more than one copy of this form.

Employer/Depositor's Name: _____

Street Address: _____

City/State/Zip: _____

Work Phone: _____

New Direct Deposit Information

Type of Deposit

Alpine Bank Checking Account Number

Alpine Bank's ABA Routing Number: 102103407

I hereby authorize the above organizations named to deposit my paycheck or other distribution as indicated above, effective immediately. This request is to remain in effect until changed by me in writing. I agree that any funds erroneously deposited into my account in excess of my authorized amount, or then current salary, may then be withdrawn without liability or prior notice.

Authorized Signature: _____ Date: _____

Printed Name: _____

Address: _____ Phone: _____

City/State/Zip: _____

Is your check issued by the U.S. Treasury? You can enroll in direct deposit of all federal benefits payments at your banking center, online at www.godirect.org or by calling 1.800.333.1795. Or, find out info on how to change your existing us treasury direct deposit at <https://www.godirect.gov/gpw/Update.gd> depending on the agency.



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3

Authorization to Change Automatic Payments

Complete this form for each company or organization with whom you have arranged for automatic payment. Tell your local Alpine Bank customer service representative if you will be needing more than one copy of this form.

Current Account Number: _____

To whom it may concern:

Please redirect my automatic payment for the above account number to my new bank account as instructed below.

My new Alpine Bank Account Information:

Account type: Checking Savings

ABA Routing Number: **102103407**

My New Alpine Bank Account Number:

If you have any questions regarding this request, please contact me by G mail or G call me at the phone number listed below. If this form is not sufficient for automatic payments, please forward your authorized company form for my signature.

Authorized Signature: _____ Date: _____

Printed Name: _____

Address: _____ Phone: _____

City/State/Zip: _____



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4

Authorization to Close Accounts

After setting up your new accounts with Alpine Bank, leave your old accounts active until all your checks and automatic withdrawals clear. This process may take several weeks.

Once you're sure that your old accounts are inactive, provide this form to your previous financial institution to authorize the closing of your accounts.

Please close my accounts at:

Name of Financial Institution: _____

Street Address: _____

City/State/Zip: _____

Phone: _____

Effective date for account closing: _____

Account Numbers: _____

Names on Accounts: _____

ID Verification: _____

Please send a check for all remaining balances to me at the following address:

Street Address: _____

City/State/Zip: _____

I hereby authorize and instruct the named Financial Institution to close my accounts as indicated above.

Authorized Signature: _____ Date: _____

Printed Name: _____

Phone: _____



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Other Services

I would like the following services attached to my checking account:

- VISA Debit Card
 - Education
 - Community
 - Arts
 - Environment
 - Americas
 - CMC
 - Non-Affiliation
- Online Banking
- Bill Pay
- Ready Reserve Line of Credit
- Debit Card Rewards
- eStatements

I am also interested in the following personal accounts and services:

- Cash Management
- Mortgage
- Health Savings Account
- Asset & Trust Management
- Credit Cards
- Surcharge-Free ATMS
- IRAs
- Safe Deposit Box

I am also interested in the following business accounts and services:

- Merchant Services
- Business Loans
- Payroll Cards
- Remote Deposit Capture



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