

# Change Automatic Deposit

Date					
Name of Company That Makes Automatic Deposit					
Address					
City		State		Zip	
<b>To Whom It May Concern:</b> You are currently depositing \$ (amount) for my (what deposit is for), (account or other identifying number), (when) to the following account:					
Former Financial Institution					
Bank Routing Number		Account Number			
Please <b>stop</b> making deposits into that account and instead put them into:					
<b>Sun Federal Credit Union</b>					
<b>Routing number: 241282412</b>					
<b>Account Number</b>					
If you have any questions about this request, please contact me during the Day Evening (select one) at (phone number). Thank you.					
Sincerely,					
Signature					
Name (print)					
Address					
City		State		Zip	

**Send this letter to the company that makes the automatic deposit.**