



With our simple Switch Kit guide, we take the worry out of changing financial institutions. Moving your accounts to Wyo Central Federal Credit Union is fast, simple, and convenient.

Complete the following forms:

1. Authorization to Transfer Funds – Complete and submit this form to your previous financial institution. This will instruct them to transfer any remaining balances to your Wyo Central account.
2. Direct Deposit Request – Complete and submit this form to your employer. This authorizes your employer to deposit the amount(s) you indicate into your Wyo Central account.
3. Electronic Payment Change Request – Complete and submit this form to the merchants and service providers with which you have automatic payments charged from your account. This will instruct them to update your account information. This may include: Mortgages, Cable, Phone, Gym Memberships, Loans, Insurance, Internet, Gas, Electric, Water, Pest Control, Yard Maintenance, Court-Issued Payments, Account Transfers.

If you have any questions regarding your account, please contact a Member Service Representative by calling 307-234-5401. Visit either of our convenient Casper locations or check us out online at www.wyocentral.org to learn more about our products and services.

Thank you for choosing Wyo Central Federal Credit Union, where we are community minded, just like you!



Wyo Central Federal Credit Union Account Information

Owner Name _____
Account Number _____
Joint Owner _____

Transfer Account Funds From

Financial Institution Name _____
Account Number _____
Address _____
City/State/Zip _____ Phone _____

Instructions to Transferring Institution (check all that apply)

- Transfer all funds and close my account.
- Transfer exactly \$_____.
- Transfer the funds immediately.
- Transfer the funds on the following date: _____.
- Other _____

Please accept this letter as my authorization to transfer funds from the above named account to:

Wyo Central Federal Credit Union
190 South David
Casper, WY 82601

Wyo Central Federal Credit Union Routing Number 302386587

Please make the check payable to Wyo Central Federal Credit Union and note on the check that it is for deposit into my Wyo Central Account # _____.

Owner Signature _____ Date _____

Joint Owner Signature _____ Date _____

*For wiring instructions, please contact Wyo Central at 307-234-5401.



Date _____ Employee Number _____

Employee Name _____

Name of Employer _____

Employer Address _____

New Financial Institution

Wyo Central Federal Credit Union

190 South David, Casper, WY 82601

New Financial Institution Routing Number 302386587

New Financial Institution Account Number _____

Payroll Number _____ Effective/State Date _____

- Checking <ACCT #> _____ <AMT> \$ _____
- Savings <ACCT #> _____ <AMT> \$ _____
- Other <ACCT #> _____ <AMT> \$ _____

I hereby authorize and request the employer named above to deposit the amounts indicated to Wyo Central Federal Credit Union for each payroll period beginning on the effective/start date indicated above and until further notice from me. If this is a change in a previous Authorization, I instruct my employer to cancel my previous Authorization and to follow this Authorization.

Signature _____ Date _____

Please note: Employer may require you to complete their own Direct Deposit form and/or include a voided check for the account funds will be deposited in.

