

# CHANGE AUTOMATIC WITHDRAWAL

\_\_\_\_\_

Date

\_\_\_\_\_

Name of Company That Makes Automatic Withdrawal

\_\_\_\_\_

Address

\_\_\_\_\_

City, State, Zip

To Whom It May Concern:

You are currently withdrawing \$ \_\_\_\_\_ (amount) for my \_\_\_\_\_ (what payment is for),  
\_\_\_\_\_ (account or other identifying number), \_\_\_\_\_ (when) from

the following account:

Old Bank: \_\_\_\_\_

Bank Routing Number: \_\_\_\_\_

Account Number: \_\_\_\_\_

Please stop making withdrawals from that account and instead make them from:

Financial Institution Name: Ohio Valley Bank

Bank Routing Number: 044204370

Account Number: \_\_\_\_\_

If you have any questions about this request, please contact me during the **DAY** / **EVENING** (circle one) at

( \_\_\_\_\_ ) \_\_\_\_\_ (phone number).

Thank you.

Sincerely,

\_\_\_\_\_

Name (please print)

\_\_\_\_\_

Address

\_\_\_\_\_

City, State, Zip