

# We'll make it easy for you to switch to **Capital Bank** –

*Easy  
as  
Pie!*



This kit outlines the steps you need to take and includes a few easy forms. Start by setting up a **Capital Bank** checking or savings account\*. We have many great options to choose from. Once your account is established, a **Capital Bank** Personal Banker can help you switch your direct deposit, automatic payments or other electronic items – we'll even fill out most of the forms for you. Here's what you'll need to do:

1. Provide your current banking information (a recent statement will help us).
2. Complete forms\*\* or assist a Personal Banker with needed information.
3. Sign completed authorizations
4. Monitor the new account until all changes appear to have correctly shown on the account.
5. Close your old account(s).

\*To help the government fight the funding of terrorism and money laundering activities, Federal law requires all financial institutions to obtain, verify and record information that identifies each person who opens an account. When you open an account at **Capital Bank**, we'll need to ask your name, address, date of birth and other information that allows us to identify you. We may also ask to see your driver's license or other identifying documents.

\*\*Some companies require the use of their own forms to initiate the switching of accounts. **Capital Bank** personnel will make every attempt to obtain or provide the appropriate form(s); in some instances, you may need to contact the companies in person or by phone.