



## Direct Deposit Change Notice

Complete and submit this form to the payroll department of the company or organization that is depositing funds to your existing checking account.

### Follow these easy steps:

1. Complete, sign and date form.
2. Attach a voided check from your new Lincoln National Bank account.
3. Submit this form to each company/organization that is currently authorized to make automatic deposits to your account

Name: \_\_\_\_\_

Social Security #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

### Previous Financial Institution Information

Institution: \_\_\_\_\_

Account #: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

### New Financial Institution Information

Account #: \_\_\_\_\_

Routing# 083903386

Phone: 270-358-4116 or 502-348-0562

Fax: 270-358-4971

### Authorization

#### IMPORTANT- READ BEFORE SIGNING

I hereby authorize my direct deposit to be sent to my NEW Lincoln National Bank account. I have attached a copy of a voided check for reference (optional).

Signature \_\_\_\_\_ Date: \_\_\_\_\_

(Account Owner)

### Helpful Hints

#### Track Your Request

To confirm that your automatic deposit is being deposited into your Lincoln National Bank account, check your Lincoln National Bank statement, sign up and log onto your online account at [www.mylnb.com](http://www.mylnb.com).  
Phone 270-358-4116 or 502-348-0562

#### Follow Up

Automatic deposits should take effect within three deposit periods. Keep your former account open until all automatic deposits have been switched to your new Lincoln National Bank account. If you don't see the deposit by this time, please contact the company.

#### Reminder

Note that some companies or organizations, like the Social Security Administration, may require a special form. Contact the company or income source to make sure no other forms are required.

#### For Your Reference

The Social Security Administration phone number is (800) 772-1213.

#### For Multiple Deductions

If you have more deposits that will not fit on this form, please print additional forms as needed.