

Keep Track

This form will help you verify the transactions you are moving to your new **AMERICAN STATE BANK** account. As you request to transfer each automatic deposit or automatic deduction, use this form to determine when to follow up.

Helpful Hints!

Estimated Completion Date. When should you expect the switch to take effect? Generally, Automatic Deposits take effect within three deposit periods and Automatic Deductions normally go into effect within two withdrawal periods. If you don't see the switch by then, contact the company.

For Multiple Accounts. If you have more automatic deposits / deductions than will fit on this form, please print additional forms as needed.

Automatic Deposits

Company Name: _____ **Phone Number:** _____

Date Request Made: ____ / ____ / ____ Estimated Completion Date: ____ / ____ / ____

Letter mailed Called (who you spoke to): _____

Completed **Notes:** _____

Company Name: _____ **Phone Number:** _____

Date Request Made: ____ / ____ / ____ Estimated Completion Date: ____ / ____ / ____

Letter mailed Called (who you spoke to): _____

Completed **Notes:** _____

Automatic Deductions

Company Name: _____ **Phone Number:** _____

Date Request Made: ____ / ____ / ____ Estimated Completion Date: ____ / ____ / ____

Letter mailed Called (who you spoke to): _____

Completed **Notes:** _____

Company Name: _____ **Phone Number:** _____

Date Request Made: ____ / ____ / ____ Estimated Completion Date: ____ / ____ / ____

Letter mailed Called (who you spoke to): _____

Completed **Notes:** _____

Company Name: _____ **Phone Number:** _____

Date Request Made: ____ / ____ / ____ Estimated Completion Date: ____ / ____ / ____

Letter mailed Called (who you spoke to): _____

Completed **Notes:** _____