

Welcome to Camden National Bank!

Switching should be short, sweet and simple. Here are some helpful tools to get you started:

1

Open your Camden National Bank account and begin banking the way you want.

- Log in to online banking and sign up for eStatements
- Download our Apple® or Android™ mobile app
- Activate your new Camden National Bank Visa® debit card
- Order new checks

2

Switch your automatic deposits.

Fill out our Automatic Deposit Authorization form for each vendor and your merchant credit card processor to help make the transfer easy.

3

Redirect your scheduled payments.

Use our Automatic Payments Authorization form to help change any payment services or automatic withdrawals. Give copies to all companies who make withdrawals from your account.

4

Close your old account.

Once you've verified that all outstanding checks have cleared and you've moved your scheduled transactions to your new Camden National Bank account, you're ready to close your account. To notify your previous bank, use our Request to Close Bank Account form. Don't forget to destroy unused checks, deposit slips, and debit cards.

Switching has never been easier!

Need assistance?

800-860-8821

info@CamdenNational.com

CamdenNational.com



Automatic Deposit Authorization Form

Complete this form and submit it to any company or organization that is automatically depositing funds to your existing business checking account.

To whom it may concern:

This letter is to authorize you to redirect my scheduled deposit to my new Camden National Bank account.

I currently have my deposit automatically deposited to:

Bank Name:

Account Number:

_____ | _____

Please transfer this transaction to:

Camden National Bank
2 Elm Street, Camden, ME 04843
(800) 860-8821

Routing Number:

Account Number:

011201458 _____ | _____

I authorize the company listed above to initiate deposits to my Camden National Bank account. This authorization is to remain in effect until I send written notice of change or cancellation.

Business Name:

Signature:

Date:

_____ | _____

Printed Name and Title:

Business Address:

Business Phone Number:

_____ | _____

City:

State:

Zip Code:

_____ | _____ | _____



Automatic Payments Authorization

Complete this form and submit it to any company or organization that is automatically withdrawing payments from your existing business checking account. Remember, this could take up to two weeks to process. Feel free to make copies of this form if you need to.

To whom it may concern:

This letter is to authorize you to redirect my scheduled payment to my new Camden National Bank account.

I currently have my payment automatically withdrawn from:

Bank Name:

Account Number:

_____ | _____

Please deduct my automatic payment from:

Camden National Bank
2 Elm Street, Camden, ME 04843
(800) 860-8821

Routing Number:

Account Number:

011201458 _____ | _____

Please check one:

Effective: Immediately Beginning: _____

I authorize you to redirect future automated payment withdrawals to Camden National Bank.

Business Name:

Signature:

Date:

_____ | _____

Printed Name and Title:

Business Address:

Business Phone Number:

_____ | _____

City:

State:

Zip Code:

_____ | _____ | _____



Transfer Checklist

Use this checklist to help keep track of the information you need to switch to your new Camden National Bank account.

Important information to make switch:

My new business checking account number:

Routing number:

011201458

My new business debit card number:

Expiration Date:

CSC (3-digit security code):

Recurring payments to your account (credits):

Company/Payer	Account number	Next scheduled payment	Amount	Date Payer was notified	Date of first payment to your new Camden National Bank account

Recurring payments from your account (debits):

Company/Payee	Account Number	Next Scheduled Withdrawal	Amount	Date Payee was Notified	New payment method established (check, debit, credit, online payment)

Outstanding Checks to Clear:

Checks Payable to	Amount	Account the Check was Written From	Date Check Cleared

Old Accounts to Close:

Bank Name	Routing Number	Account Type	Account Number	Date Account Closed



Request to Close Bank Account

To: _____

From: _____

Please accept this letter as my written authorization to close the following account(s) at your financial institution. All of my transactions have cleared and I have stopped all scheduled debits and credits to my account.

Account Type (Checking, Savings, Debit Card)	Account or Card Number

Please forward remaining funds to me at the following address:

Business Address: _____ Business Phone Number: _____

City: _____ State: _____ Zip Code: _____

Thank you.

Sincerely,

Signature: _____ Date: _____

Printed Name and Title: _____

Co-Signature (if applicable): _____ Date: _____

Printed Name and Title: _____