



Switch Checklist

- Open Checking account with CNB.
- Stop using your previous checking account.
 - Stop Writing checks
 - Stop Using Debit and ATM Cards
 - Stop Making Online banking payments.
- Transfer all Direct Deposits to CNB.
 - Payroll
 - Pension Administrator
 - Government Entity
 - CD Interest Payment
 - Brokerage Deposits
 - Child Support or court-issued deposits.
- Transfer all Automatic Payments from old account to CNB.
 - Mortgage Company
 - Homeowner's Insurance
 - Auto Insurance
 - Life Insurance
 - Utilities companies- electric, water or gas
 - Telephone Company
 - Cell Phone Company
 - Internet Service
 - Cable Company
 - Loan Payments
 - Child Support or court-issued payments
 - Brokerage – Automatic investments
 - Account transfers
 - Other
- Allow time for any outstanding checks, final direct deposits, and automatic payments to clear your old account.
- Make certain enough funds are available in your old account to cover the above transactions.
- Send a written notice to the old bank that you are closing the account.
- Enjoy your new account. Don't forget to visit any of our branches or online at www.cnbmd.com to learn about our products, services, and convenient ATM locations.