

# Please change my direct deposit.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employer, pension administrator or government entity  
making the direct deposit

\_\_\_\_\_  
Address

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

To Whom It May Concern:

Currently, you are depositing my \_\_\_\_\_ into the following account(s):  
paycheck, pension or government check

### Current bank information

Bank Name \_\_\_\_\_ Routing number \_\_\_\_\_

Account number \_\_\_\_\_ Account number \_\_\_\_\_

**Please start making these automatic deposits into my account(s) at The Ottoville Bank Company.**

**The Ottoville Bank Company's routing number: 041210943**

- Deposit \$ \_\_\_\_\_ or \_\_\_\_\_% of my \_\_\_\_\_  
paycheck, pension or government check  
into my **Ottoville Bank Company Checking** account number \_\_\_\_\_.

- Deposit \$ \_\_\_\_\_ or \_\_\_\_\_% of my \_\_\_\_\_  
paycheck, pension or government check  
into my **Ottoville Bank Company Savings** account number \_\_\_\_\_.

**Please send me confirmation indicating when this change in direct deposit takes effect.**

If you have any questions regarding this request please contact me.

Sincerely,

\_\_\_\_\_  
Your Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone Number  Day  Evening

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