



Notice for Change of Address

Effective Date: _____

Section 1: Name & Address -- Please List All Names

Name(s): _____

Old Physical Address: (required)

Old Mailing Address: (if different Physical Address)

Street Address: _____

City, State, & Zip: _____

New Physical Address: (required)

Mailing Address: (if different from Physical Address)

Street Address: _____

City, State, & Zip: _____

Home Telephone: _____ Cellular Telephone: _____

Work Telephone: _____ Email Address: _____

Section 2: Account Number -- Only accounts indicated will be changed

Account # (s): Savings/Checking: _____

Loan Accts: _____

Closed Accts: _____

Section 3: Signature & Date

Authorize Signature and Date are required for valid address change
Two signer accounts require both signatures

Signature: _____ Date: _____

Signature: _____ Date: _____

Bank Use Only: Accepted by: _____ Date: _____
FIS Changed: _____ Date: _____

Form Completion

Section 1: Please note all names and account holders, affected by this change request. Complete both the Old Address and New Physical Address. If the mailing address is a P.O. Box number, please complete in the Mailing Address. Be sure to update e-mail address if this has changed since it was last given to the credit union.

Section 2: It is necessary in this section to please list all accounts affected by this change request. You may attach a separate sheet if you have more accounts or insufficient room to list all the accounts you may have with KRD Federal Credit Union

Section 3: Authorized Signature and date must be completed to activate change of address request. Phone request must be signed by KRD Federal Credit Union employee completing the change of address request once verification of all pertinent customer information has been completed.

Questions concerning the change of address form can be directed to the credit union at the telephone number on the top of the “Notice for Change of Address”.