



# It's time to SWITCH to TwinStar Credit Union

**Switching your business banking to TwinStar is simple when you follow these steps.**



## Open your TwinStar Business Savings and Checking account online or in person.

Come to any of our 20 branches to open your account.

- Contact the Business Specialist in your area for assistance with required documentation and to help select the account that will best suit your business needs
- Initial deposit required to open your account \$5 for Savings and \$100 for Checking

**Once your account is open:**



## Log onto online banking using the Enroll Now link on TwinStarCU.com home page.

You will receive a Secure Access Code at the phone number or email you provided at account opening. Your Business Specialist can assist you with enrollment and to setting up additional users. \*Enroll in our convenient statements plan, to prevent a monthly \$3 paper statement fee.



## Order your checks and activate your Debit Card.

If you open your account in person, your debit card will be issued while you are there. If you open your account online, your card will come in the mail. Please allow approximately one week.



## Move funds into your new account.

Be sure to leave enough funds in your previous account until all checks have cleared and automatic payments have been transferred. Refer to checklist on page 2.

### FOR ASSISTANCE

**Online:** TwinStarCU.com

**Phone:** 1-800-258-3115  
Ask for the Business Specialist for your area.

**In person:** We have 20 branch locations. Find your closest branch at [TwinStarCU.com/branches](http://TwinStarCU.com/branches)

### FOR REFERENCE

TwinStar Routing Number:  
325181015

Business documentation required to open an account can be found at [TwinStarCU.com/business-documents](http://TwinStarCU.com/business-documents).

### FOR CONVENIENCE

Download the TwinStar Credit Union App then log in with your online banking credentials. Check balances, make deposits and transfer funds while on the go!

### FOR SOLUTIONS

Contact your Business Specialist to learn more about:

- Merchant Services/Mobile processing
- CheckMate remote deposit
- Payroll services
- Business lending services

# It's time to SWITCH to TwinStar Credit Union continued...

## Transfer automatic deposits and withdrawals to your TwinStar account.

Use the checklist below to track your progress.

## Set up bill payments.

Use TwinStar Credit Union free online banking and bill pay to link monthly bills to your new account (loan payments, lease payment, utilities, vendors and other services)

## Close your old accounts.

Once you have transferred your funds and your bill payments to your new account, consider waiting at least one month before closing your old accounts to ensure nothing else is deducted or deposited. Be sure to shred old checks and debit/credit cards.



TwinStarCU.com  
1.800.258.3115

### Automatic Deposits

<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____

### Automatic Withdrawals

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<input type="checkbox"/>	_____