



BANK OF NAPA, N.A.

BON-a-Fide Switch Form

SWITCH KIT CHECKLIST

- Complete the easy Bon-a-Fide Switch Kit
 - New Account Information form (Personal and/or Business)
 - ATM/Visa Debit Card Application (Personal)
 - Automatic Payment/Withdrawal Transfer Request form
 - Direct Deposit Transfer Request form
 - Authorization to Close/Transfer Former Account(s) form

- Come on in with your forms and we'll open your new Bank of Napa account(s). If you prefer, you can mail or fax us the completed forms and a customer service representative will contact you when everything is ready to finalize.

- Make sure all checks have cleared from your current checking account.

- Make sure enough funds are available in your account to cover any automatic payments that may yet need to be withdrawn.

- Double-check maturity dates if transferring a Certificate of Deposit in order to avoid any withdrawal penalties.

- With the information you provide to us on the Authorization to Close/Transfer form, we'll send written notice to your former financial institution that you are closing your account.

- With the information you provide to us on the Automatic Payment/Withdrawal Transfer form, we'll notify those vendors of the change so that the automatic payments start being withdrawn from your new Bank of Napa account.

- With the information you provide to us on the Notice of Change of Direct Deposit, we'll send your written authorization change request to the direct deposit vendors you specify.

- Once your former bank account is closed, you should destroy all remaining blank checks for that account.

Welcome to Bank of Napa

Napa Valley's Only Locally Owned Community Bank