

# 1st Community Bank Switch Kit

We make switching to us easy.

ONLINE BANKING  
CONVENIENT·PERSONAL·BUSINESS·CHECKING·MOBILE·LOAN·  
SMALL BUSINESS ADMINISTRATION·HOME LOAN CENTER·AWARD WINNING·ALICE·CORPUS CHRISTI  
KINGSVILLE·PADRE ISLAND·PORTLAND·ROCKPORT·VICTORIA  
MONEY·MERCURY·PAY·DEPOSIT CARD·PTUR·MOBILE APP·ROLL CARDS·PERSONAL  
LOANS·KIDS CLUB·TEENS CLUB·TEENS CHECKING  
FINANCIAL PLANNING·SAVINGS ACCOUNTS·TEXT BANKING·WIRE TRANSFERS·TREASURY MANAGEMENT·FIRST COMMUNITY BANK·PEARLAND



Nice to meet **you.**

# 1st Community Bank Switch Kit

We make  
switching  
to us easy.

Get started on switching your accounts to FCB  
by following these 5 steps!

## 1 Open an FCB Checking Account

- Complete forms in our Switch Kit.
- Visit any of our 12 convenient locations across the Texas Gulf Coast to get started.

## 2 Stop Using Your Old Account

- Allow time for any outstanding checks, debits, or direct deposits to process.
- Safely dispose old ATM/debit cards, unused checks, and deposit slips by shredding them.

## 3 Switch Your Direct Deposit to FCB

- Fill out **Direct Deposit Request Form**.
- Submit form in person or by mail to notify your depositor of your new account details.

## 4 Switch Your Withdrawals to FCB

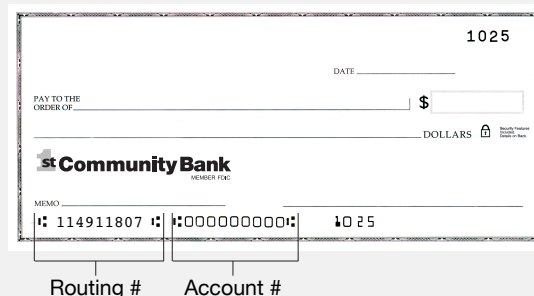
- Complete **Automatic Withdrawal Request Form**.
- Use our checklist to ensure all recurring payments are updated with your new FCB account.
- Submit form in person or by mail to inform your withdrawer of the change.

## 5 Close Your Old Checking Account

- Fill out **Account Closing Request Form**.
- Mail it to your previous bank, specifying the date you want the account closed.
- Switching to FCB is simple—let us help make the process seamless!

### How to find the Routing & Account Numbers

- The routing number is the 9-digit number located in the bottom left corner of your check.
- Your account number is the set of numbers after the routing number.



### Helpful Checklist of Payments to Switch to your New FCB Account

- |                                   |  |
|-----------------------------------|--|
| <input type="checkbox"/> Gas      | <input type="checkbox"/> Loans             |
| <input type="checkbox"/> Electric | <input type="checkbox"/> Mortgage          |
| <input type="checkbox"/> Water    | <input type="checkbox"/> Insurance         |
| <input type="checkbox"/> Phone    | <input type="checkbox"/> Internet          |
| <input type="checkbox"/> Cable    | <input type="checkbox"/> Account Transfers |
| <input type="checkbox"/> Trash    | <input type="checkbox"/> Other             |

**PRIMARY OWNER** PEP: YES  NO  (Politically Exposed Person; Details Below)

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Middle: \_\_\_\_\_ DOB: \_\_\_\_\_  
Physical Address: \_\_\_\_\_ Home Phone: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ SSN/Tax ID: \_\_\_\_\_ Best Contact #: \_\_\_\_\_  
Driver's License/Gov. Issued ID: State \_\_\_\_\_ Number \_\_\_\_\_ Expires \_\_\_\_\_  
Email: \_\_\_\_\_  
Employer: \_\_\_\_\_ Occupation: \_\_\_\_\_ Work Phone: \_\_\_\_\_  
Emergency Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

**JOINT OWNER/ AUTHORIZED SIGNER (CIRCLE APPROPRIATE STATUS)** PEP: YES  NO  (Politically Exposed Person; Details Below)

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Middle: \_\_\_\_\_ DOB: \_\_\_\_\_  
Physical Address: \_\_\_\_\_ Home Phone: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ SSN/Tax ID: \_\_\_\_\_ Best Contact #: \_\_\_\_\_  
Driver's License/Gov. Issued ID: State \_\_\_\_\_ Number \_\_\_\_\_ Expires \_\_\_\_\_  
Email: \_\_\_\_\_  
Employer: \_\_\_\_\_ Occupation: \_\_\_\_\_ Work Phone: \_\_\_\_\_  
Emergency Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

**JOINT OWNER/ AUTHORIZED SIGNER (CIRCLE APPROPRIATE STATUS)** PEP: YES  NO  (Politically Exposed Person; Details Below)

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Mailing Address: \_\_\_\_\_ SSN/Tax ID: \_\_\_\_\_ Best Contact #: \_\_\_\_\_  
Driver's License/Gov. Issued ID: State \_\_\_\_\_ Number \_\_\_\_\_ Expires \_\_\_\_\_  
Email: \_\_\_\_\_  
Employer: \_\_\_\_\_ Occupation: \_\_\_\_\_ Work Phone: \_\_\_\_\_  
Emergency Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

**BENEFICIARY INFORMATION**

Name: \_\_\_\_\_ SSN/DOB: \_\_\_\_\_  
Address: \_\_\_\_\_  
Name: \_\_\_\_\_ SSN/DOB: \_\_\_\_\_  
Address: \_\_\_\_\_

**FOR BANK USE ONLY**

**Non-Interest Bearing**

Community Checking  Community Gold  Teen Checking  Safe Deposit Box

**Interest Bearing**

Community Savings  Teens Club Savings  Kids Club Savings  Money Market Plus  
 Certificate of Deposit  Individual Retirement Account

**Required Verification**

ChexSystem:  Record  No Record    BSA:  Due Diligence    OFAC: System Auto Checks

**Politically Exposed Persons (PEPs)**

- A "senior foreign political figure" is a senior official in the executive, legislative, administrative, military, or judicial branches of a foreign government (whether elected or not), a senior official of a major foreign political party, or a senior executive of a foreign government-owned corporation. In addition, a senior foreign political figure includes any corporation, business, or other entity that had been formed by, or for the benefit of, a senior foreign political figure.
- The "immediate" family of a senior foreign political figure typically includes the figure's parents, siblings, spouse, children, and in-laws.
- A "close associate" of a senior foreign political figure is a person who is widely and publicly known to maintain an unusually close relationship with the senior foreign political figure, and includes a person who is in a position to conduct substantial domestic and international financial transactions on behalf of the senior foreign political figure.

I have reviewed all information above and find it to be correct \_\_\_\_\_ Date \_\_\_\_\_

(Customer Signature)

Business Name: \_\_\_\_\_ Tax ID Number: \_\_\_\_\_  
Physical Address: \_\_\_\_\_ Business Phone: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
Email: \_\_\_\_\_ Website: \_\_\_\_\_  
Ownership: \_\_\_\_\_ Type of Industry: \_\_\_\_\_  
Purpose of Account: \_\_\_\_\_

Two Signatures Required:  Yes  No (If 'yes', \$25.00 monthly Special Handling Fee applies.)

**OWNER / MEMBER / AUTHORIZED SIGNER (CIRCLE APPROPRIATE STATUS)** PEP: YES  NO  (Politically Exposed Person; Details Below)

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Middle: \_\_\_\_\_ DOB: \_\_\_\_\_  
Physical Address: \_\_\_\_\_ Home Phone: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ SSN/Tax ID: \_\_\_\_\_ Best Contact #: \_\_\_\_\_  
Driver's License/Gov. Issued ID: State \_\_\_\_\_ Number \_\_\_\_\_ Expires \_\_\_\_\_  
Email: \_\_\_\_\_  
Employer: \_\_\_\_\_ Occupation: \_\_\_\_\_ Work Phone: \_\_\_\_\_

**OWNER / MEMBER / AUTHORIZED SIGNER (CIRCLE APPROPRIATE STATUS)** PEP: YES  NO  (Politically Exposed Person; Details Below)

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Middle: \_\_\_\_\_ DOB: \_\_\_\_\_  
Physical Address: \_\_\_\_\_ Home Phone: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ SSN/Tax ID: \_\_\_\_\_ Best Contact #: \_\_\_\_\_  
Driver's License/Gov. Issued ID: State \_\_\_\_\_ Number \_\_\_\_\_ Expires \_\_\_\_\_  
Email: \_\_\_\_\_  
Employer: \_\_\_\_\_ Occupation: \_\_\_\_\_ Work Phone: \_\_\_\_\_

**OWNER / MEMBER / AUTHORIZED SIGNER (CIRCLE APPROPRIATE STATUS)** PEP: YES  NO  (Politically Exposed Person; Details Below)

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Middle: \_\_\_\_\_ DOB: \_\_\_\_\_  
Physical Address: \_\_\_\_\_ Home Phone: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ SSN/Tax ID: \_\_\_\_\_ Best Contact #: \_\_\_\_\_  
Driver's License/Gov. Issued ID: State \_\_\_\_\_ Number \_\_\_\_\_ Expires \_\_\_\_\_  
Email: \_\_\_\_\_  
Employer: \_\_\_\_\_ Occupation: \_\_\_\_\_ Work Phone: \_\_\_\_\_

**BENEFICIARY INFORMATION (SOLE PROPRIETORSHIP ONLY)**

Name: \_\_\_\_\_ SSN/DOB: \_\_\_\_\_  
Address: \_\_\_\_\_  
Name: \_\_\_\_\_ SSN/DOB: \_\_\_\_\_  
Address: \_\_\_\_\_

**Politically Exposed Persons (PEPs)**

- A "senior foreign political figure" is a senior official in the executive, legislative, administrative, military, or judicial branches of a foreign government (whether elected or not), a senior official of a major foreign political party, or a senior executive of a foreign government-owned corporation. In addition, a senior foreign political figure includes any corporation, business, or other entity that had been formed by, or for the benefit of, a senior foreign political figure.
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- A "close associate" of a senior foreign political figure is a person who is widely and publicly known to maintain an unusually close relationship with the senior foreign political figure, and includes a person who is in a position to conduct substantial domestic and international financial transactions on behalf of the senior foreign political figure.

I have reviewed all information above and find it to be correct \_\_\_\_\_ Date \_\_\_\_\_  
(Customer Signature)

# Direct Deposit Request

Use this form to change your Direct Deposit to First Community Bank



We make switching to us easy.

- Establish Direct Deposit
- Change Account Used for Direct Deposit

To: \_\_\_\_\_ (Company Name)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ (City, State, Zip)

### Note:

- If there are multiple accounts involved, please complete a form for each account.
- Contact your employer(s) concerning Direct Deposit changes.
- Verify your HR department does not require the use of their forms.

### Primary Account Holder

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_

### Secondary Account Holder

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_

You are currently making a deposit into the following account:

Old Bank: \_\_\_\_\_  
Routing Number: \_\_\_\_\_  
Account Number: \_\_\_\_\_

Please begin depositing into my new First Community Bank account on \_\_\_\_\_.

Routing Number: **114911807**  
Account Number: \_\_\_\_\_

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

# Automatic Withdrawal Request

Use this form to change your Automatic  
Withdrawals to First Community Bank



We make switching to us easy.

■ To: \_\_\_\_\_ (Company Name)

\_\_\_\_\_ (Address)

\_\_\_\_\_ (City, State, Zip)

From: \_\_\_\_\_ (Name)

\_\_\_\_\_ (Home Address)

\_\_\_\_\_ (City, State, Zip)

**Note:**

If there are multiple payments  
involved, please complete a form for  
each.

■ Please accept this letter as authorization to change the bank account information for automatic  
withdrawals. **I have changed my financial institution to First Community Bank.**

You are currently withdrawing \$\_\_\_\_\_ from the following account:

Old Bank: \_\_\_\_\_

Routing Number: \_\_\_\_\_

Account Number: \_\_\_\_\_

For/To: \_\_\_\_\_ (Reason for Withdrawal)

On: \_\_\_\_\_ (Date of Draft)

Please stop making withdrawals from this account on \_\_\_\_\_ and start making  
them from my new First Community Bank account:

Routing Number: **114911807** \_\_\_\_\_

Account Number: \_\_\_\_\_

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

# Account Closing Request

Use this form to close your account at another bank institution and request a check for the remaining balance.



We make switching to us easy.

### Note:

If there are multiple accounts involved, please complete a form for each account.

Verify all checks and payments have cleared prior to submitting this form to close your account.

■ To: \_\_\_\_\_ (Bank Name)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ (City, State, Zip)

### ■ Primary Account Holder

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

### Secondary Account Holder

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

■ Please accept this as my authorization and direction to close my account with your institution.

Account Number: \_\_\_\_\_

(select one)  Checking  Savings  CD  Money Market

Please send a check in the amount of my account balance plus any accrued interest to my attention at the address listed above.

If you have any questions, please call me at: \_\_\_\_\_

Thank you for your cooperation.

Sincerely,

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

# Bank and ITM/ATM Locations



## Bank and ITM/ATM Locations

### Alice, Texas

1600 East Main Street  
Alice, TX 78332  
361-664-8775

### Corpus Christi, Texas

4201 South Alameda  
Corpus Christi, TX 78412  
361-985-9310

5406 Everhart Road  
Corpus Christi, TX 78411  
361-993-9310

500 North Water Street, Suite 100  
Corpus Christi, TX 78401  
361-882-9310

416 North Water Street  
Corpus Christi, TX 78401  
361-888-9310

14254 S.P.I.D.  
Corpus Christi, TX 78418  
361-949-9310

### Kingsville, Texas

2525 Brahma Blvd  
Kingsville, TX 78363  
361-592-8002

### Pearland, Texas

6302 West Broadway Street, Suite 100  
Pearland, TX 77581  
281-721-9310

### Premont, Texas

120 South Agnes Street  
Premont, TX 78375  
361-730-2646

### Portland, Texas

1001 Wildcat Drive  
Portland, TX 78374  
361-643-9310

### Rockport, Texas

1629 Texas HWY 35 North  
Rockport, TX 78382  
361-729-9310

### Victoria, Texas

6252 North Navarro  
Victoria, TX 77904  
361-578-9310

## Additional ITM/ATM Locations

### Alice, Texas

103 West Front Street  
Alice, TX 78332

2500 East Main Street  
Alice, TX 78332 (Spohn Hospital)

### Corpus Christi, Texas

2473 Shaftsbury  
Corpus Christi, TX 78415 - *COMING SOON*

6651 South Staples  
Corpus Christi, TX 78413

2502 Rodd Field Road  
Corpus Christi, TX 78414

### Ingleside, Texas

2892 Gussie Street  
Ingleside, TX 78362

### Orange Grove, Texas

616 South Reynolds  
Orange Grove, TX 78372



Thank you for choosing to bank with us!  
Visit us online at [fcbot.com](http://fcbot.com).