

Date:	
To: (company)	
Address:	
City, State, Zip	

Re: Change of instructions for Automatic Payments

To Whom It May Concern:

I have recently moved my account to Specialty Markets Banc and will need to have my automatic payment changed immediately from my old account to my new account.

Billing Account Number	
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I currently have automatic payment coming out of the following account:

Financial Institution	
Account Number	
Routing Number	

I would like this redirected to my new Specialty Markets Banc account as soon as possible:

Type of Account Checking / Savings	
Account Number;	
Banking Routing Number:	1221 06073

Please contact me direct with any questions or concerns at:

Thank you.

Sincerely,

Name:	
Address:	
City, State, Zip	