

Welcome

To Rivermark Community Credit Union



Rivermark
COMMUNITY CREDIT UNION

always **on**

Switching is Easier at Rivermark

Thank you for choosing Rivermark! We know that switching your checking account can be time consuming. You want to ensure that your automatic payments and deposits show up where you need them to. This switch kit is designed to make it as easy as possible. Just follow these simple steps to start enjoying the great benefits of Rivermark!

1

Open and Fund a New Checking Account

Complete this process online or at any local Rivermark branch. Once established, you may view your account and routing numbers in Online Banking. This will be helpful when completing the next steps.

2

Set Up Direct Deposit

Contact your employer and/or government benefits provider that you receive income from. Distribute your new account information to ensure all future payments are routed to your Rivermark account.

3

Switch Automatic Payments

Contact all merchants and vendors that you send payments to each month. Disburse your new account information to ensure all future payments are routed from your Rivermark account.

4

Close Your Old Account

Once all of your outstanding payments have cleared, and deposits are successfully routed to Rivermark, close your old account.

If you have any questions, don't hesitate to reach out at **503.626.6600**.

Finding Your ACH Number

You'll need a routing number and ACH number to set up a direct deposit, ACH transfer or transfer from another financial institution. There are two ways you can find your Rivermark ACH number. Rivermark's routing number is 323076012.

Option 1: Within Online Banking

1. Log into online banking.
2. Click on your account name in the My Accounts dashboard.
3. Click Account Details on the left side of the page.
4. You will find your ACH number in the dropdown menu.

Account History

CHECKING *0000 ▼

Current **\$7,052.00**

Account Details ▼

Available **\$7,052.00**

Type	Checking
Number	*0000
Routing number	323076012
ACH number	0000222233333

Option 2: On Your Checks

You can also find your ACH number listed on your checks.

For _____

⑆ 1 2 3 4 5 6 7 8 9 ⑆ 0 0 0 0 0 0 1 2 3 4 5 6 7 8 9 ⑆ 0 1 2 3

Routing Number

ACH Number

Check Number

Direct Deposit Request Form

Please complete and return this form to your employer or government benefits provider.

Account Holder's Name

Date

Rivermark Community Credit Union

323076012

Financial Institution

Financial Institution Routing Number

\$

Checking ACH Number

Amount Requested

\$

Savings ACH Number

Amount Requested

**A note to the employer: This form is intended to replace a voided check. The ACH and routing numbers are ACH compatible for establishing a deduction/direct deposit to the above Rivermark Community Credit Union account(s).*

Request to Close Account(s)

Date: _____

To: _____

From: _____

Please accept this letter as my written authorization to close my account(s) at your financial institution. All of my transactions have cleared my account, and I have discontinued any automatic payments and/or deposits.

Please close the following account(s):

Account Number: _____ Account Type: _____

Account Number: _____ Account Type: _____

You may forward any remaining funds to the following payee and address:

Rivermark Community Credit Union

For Benefit of: _____

PO Box 4044

Beaverton, OR 97076

Thank you for your attention to this matter.

Authorized Signer: _____ Signature: _____

Automatic Payments Worksheet

Use this worksheet to track and transfer your automatic payments.

Withdrawal Type	Company Name	Account Number	Amount	Completed
Home/Auto Insurance				
Life Insurance				
Gas/Electric				
Cell Phone				
Water				
Cable/Internet				
Mortgage				
Home Equity				
Auto Loan				
Personal Loan				
Credit Card				
Other				
Other				
Other				
Other				
Other				

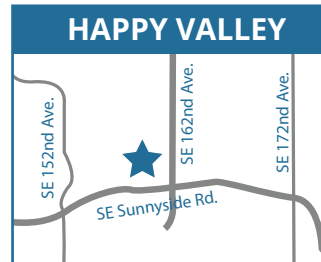
Rivermark Locations



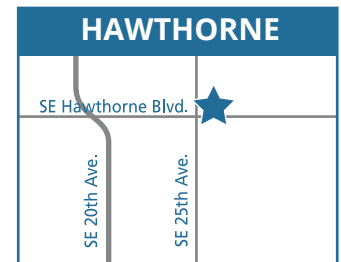
2905 SW Cedar Hills Blvd #135



1058 NW Sleret Ave.



15963 SE Happy Valley Town Center Dr.



2537 SE Hawthorne Blvd.



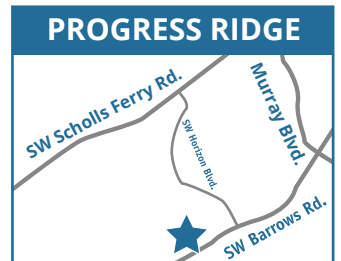
4730 NE Sandy Boulevard



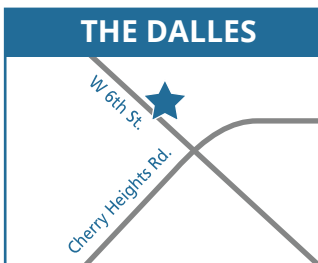
501 Deschutes Avenue



2502 Portland Rd.



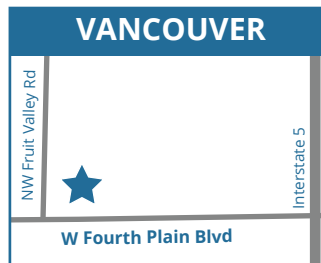
14985 SW Barrows Rd.



1240 W 6th Street



8235 SW Tualatin-Sherwood Rd



1910 W Fourth Plain Blvd Suite 100

Lobby Hours

Monday-Thursday 9:00am-5:00pm

Friday 9:00am-6:00pm

Saturday 10:00am-2:00pm

Video Teller Hours

Monday-Friday 8:00am-8:00pm

Saturday 10:00am-6:00pm

* Video Teller Kiosk, not a full service branch.