

**Keep Track**

This form will help you verify the transactions you are moving to your new **AMERICAN BANK & TRUST** account. As you request to transfer each automatic deposit or automatic deduction, use this form to determine when to follow up.

**Helpful Hints!**

**Estimated Completion Date.** When should you expect the switch to take effect? Generally, Automatic Deposits take effect within three deposit periods and Automatic Deductions normally go into effect within two withdrawal periods. If you don't see the switch by then, contact the company.

**For Multiple Accounts.** If you have more automatic deposits / deductions than will fit on this form, please print additional forms as needed.

**Automatic Deposits**

**Company Name:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_

Date Request Made: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Estimated Completion Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Letter mailed  Called (who you spoke to): \_\_\_\_\_

Completed Notes: \_\_\_\_\_

**Company Name:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_

Date Request Made: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Estimated Completion Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Letter mailed  Called (who you spoke to): \_\_\_\_\_

Completed Notes: \_\_\_\_\_

**Automatic Deductions**

**Company Name:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_

Date Request Made: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Estimated Completion Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Letter mailed  Called (who you spoke to): \_\_\_\_\_

Completed Notes: \_\_\_\_\_

**Company Name:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_

Date Request Made: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Estimated Completion Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Letter mailed  Called (who you spoke to): \_\_\_\_\_

Completed Notes: \_\_\_\_\_

**Company Name:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_

Date Request Made: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Estimated Completion Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Letter mailed  Called (who you spoke to): \_\_\_\_\_

Completed Notes: \_\_\_\_\_