

# Rio Bank Switch Kit



**We make All your  
accounts  
Switch fast and easy!**

*Your Kind of Bank. Your Kind of Banker.*

## How to Switch to Rio Bank Instructions

1. Establish an account at Rio Bank with \$100.00
2. Open a checking account  
**Account Number**

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**Routing Number**  
114915447

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3. Sign up for Rio Bank Bill Pay. Log on to [www.riobk.com](http://www.riobk.com) or call us for assistance at 1-877-631-7890
4. Stop using your old checking account – keep your old checking account(s) open until your direct deposit (s) and automatic payments take effect and All outstanding checks clear.
5. Change or sign up for direct deposit - Use the attached Direct Deposit Enrollment Form to inform your employer, your pension plan administrator or other organizations that you have a new Rio Bank account. For Social Security/SSI, call 1-800-772-1213. For Veteran's Benefits, call 1-800-827-1000.
6. Change any automatic payments- or monthly payments that are automatically deducted from your current checking account. Use the attached Automatic Payment Change Request Form to inform these companies of your new account information.
7. Close your old account- once all of your checks Have cleared and your automatic payments have been changed to your new account at Rio Bank. Fill out the attached form to inform your former bank that you wish to close your account.

## Rio Bank's Banking Locations

**Main Banking Center**  
Full Service Banking 24 Hour ATM  
1655 N 23<sup>rd</sup> Street  
McAllen, TX 78501  
956-631-7890 Fax 956-630-2329

**McColl Banking Center**  
24 Hour ATM  
4120 N McColl Rd  
McAllen, TX 78502  
956-972-1581 Fax 956-972-1574

**San Juan Banking Center**  
Full Service Banking 24 Hour ATM  
1401 W. State Highway 495  
San Juan TX 78589  
956-781-2265 Fax 956-781-2315

**Palmview Banking Center**  
Full Service Banking 24 Hour ATM  
401 N. Bentsen Palm Drive  
Mission TX 78572  
956-584-5545 Fax 956-584-6858

**Brownsville Banking Center**  
Full Service Banking 24 Hour ATM  
3401 Old Highway 77  
Brownsville, TX 78520  
956-542-9858 Fax 956-542-9854

**Jackson Banking Center**  
24 Hour ATM  
720 E. Jackson Avenue  
McAllen, TX 78501  
956-631-1513 Fax 956-631-1144

**Weslaco Banking Center**  
Full Service Banking 24 Hour ATM  
1000 N Westgate  
Weslaco TX 78596  
956-968-3717 Fax 956-973-8160

**Harlingen Banking Center**  
Full Service Banking 24 Hour ATM  
601 South Stuart Place Road  
Harlingen, TX 78552  
956-264-1800 Fax 956-230-1403



## Direct Deposit Enrollment

(First ask your employer if they have a direct deposit form they prefer you use.)

New Request    Change Request

Use this form to notify your employer (or any other non-governmental organization) that you want the proceeds deposited to your new *Rio Bank* account (s) specified below.

Name \_\_\_\_\_

Social Security Number \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

Zip \_\_\_\_\_

I hereby authorize \_\_\_\_\_ to initiate deposits of my net pay and/or corrections to the previous credits to my checking or savings account at the financial institution named on this form.

Primary Account

**Name of Financial Institution**

*Rio Bank*

**Routing Number**

*114915447*

**Account Type**

Checking    Savings

**Amount to Deposit**

Net Pay    \$ \_\_\_\_\_

Optional Secondary Account (if ORIGINATOR allows direct deposit to more than one account)

**Name of Financial Institution**

*Rio Bank*

**Routing Number**

*114915447*

**Account Type**

Checking    Savings

**Amount to Deposit**

Net Pay    \$ \_\_\_\_\_

## Automatic Payment Change Request Form

Do you make automatic payments from your checking account to pay life insurance, health club, and /or utilities?

To (Payee Name): \_\_\_\_\_

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

### Account Information with Payee

Account Number with Payee \_\_\_\_\_

Your Address \_\_\_\_\_

Your Name \_\_\_\_\_

I have opened a new account at Rio Bank. Please change your records so that my electronic payments to you are deducted from my new account.

Rio Bank's Routing No

114915447

Rio Bank Account No \_\_\_\_\_

Signature \_\_\_\_\_

Telephone Number \_\_\_\_\_

Date \_\_\_\_\_

Complete this form, detach and mail it to the appropriate companies with a VOID check or a VOID deposit slip. Most companies will accept this form, but please note that some companies may require their own form.



## Request to Close Account

Name of Financial Institution \_\_\_\_\_

Address \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Please close the account(s) noted below and mail the balance, including any accrued interest to:

Rio Bank  
P O BOX 4169  
McAllen TX 78502  
FBO Account No \_\_\_\_\_

Me at the address above

### Accounts to Close

Checking    Money Market

Savings

Account Number (s) \_\_\_\_\_

I hereby authorize the closure of my account. All my checks have cleared the account to be closed and all direct deposits and automatic payments have been stopped.

Signature \_\_\_\_\_

Joint Owner \_\_\_\_\_

### Accounts to Close

Checking    Money Market

Savings

Account Number(s) \_\_\_\_\_

I hereby authorize the closure of my account. All my checks have cleared the account to be closed and all direct deposits and automatic payments have been stopped.

Signature \_\_\_\_\_

Joint Owner \_\_\_\_\_