

# Authorization to Change Automatic Payments

## To whom it may concern:

I am writing to request and authorize you to change the account from which you debit my automatic payments. Please find the information below necessary to fulfill this request:

### **This is in reference to the account I hold with your company:**

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

My Account Number With Company (if applicable): \_\_\_\_\_

Name on Account: \_\_\_\_\_

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

My Daytime Phone Number: \_\_\_\_\_

### **Please discontinue making payments from my old account:**

Old Financial Institution's Name: \_\_\_\_\_

ABA/Routing Number: \_\_\_\_\_

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

### **I hereby authorize any future automatic payments to be electronically debited from my new M&T Bank account.**

M&T's ABA/Routing Number: \_\_\_\_\_

My New M&T Bank Account Number: \_\_\_\_\_

### **Please send me a written confirmation of when the change will be effective.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Contact each company to ask if you need to provide any other information and where to send your request.**