



EZ 1-2-3 Switch Kit

Whether you're moving into the area or have decided your current bank is no longer a good fit, we've developed a kit to make switching your accounts to Cape Cod Cooperative Bank as easy as possible. We have simplified the process so switching is as EZ as 1-2-3 and best of all, we do a lot of the work for you!

1. Open and Start Using your New Cape Cod Cooperative Bank Checking Account

The first step is to open a new Cape Cod Cooperative Bank checking account. To do so, please stop into the branch that is most convenient to your home or office. You'll probably want to take advantage of the many conveniences that are available, so enroll in Online and Telephone Banking, Bill Payment, sign up for your MasterMoney ATM/Debit Card* and ask about the Ready Reserve Credit Line* too!

2. Transfer your Direct Deposits and Automatic Withdrawals/Debits to Cape Cod Cooperative Bank

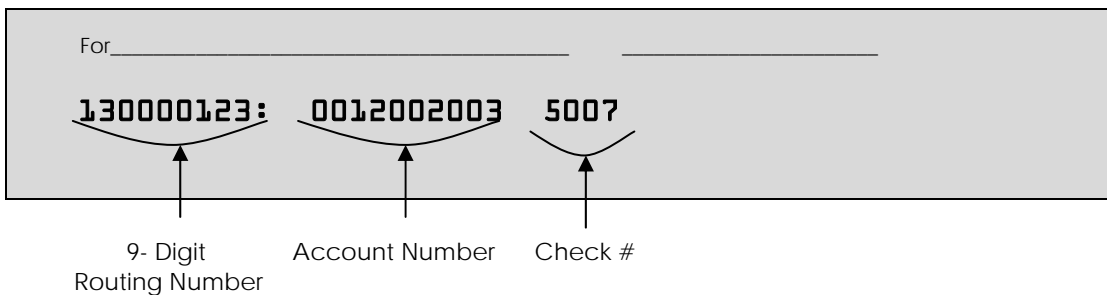
Identify any direct deposits and any withdrawals that you may currently have automatically deducted from your old account (such as auto insurance or health club memberships) and transfer these to your new Cape Cod Cooperative Bank account. This is as EZ as 1-2-3 with our Change Payroll Direct Deposit, Change Account Withdrawal Letters, and Change Account Debit Letters! And with Online Banking you will easily know when all automatic deposits, withdrawals and debits have been transferred to your new Cape Cod Cooperative Bank account.

3. Stop Using Your Old Checking Account and Close It

We recommend that you stop using your old checking account and begin using your new Cape Cod Cooperative Bank account as soon as possible. This way you can close your old account and stop paying their fees sooner. However, be sure to leave enough time for any outstanding checks, debit card purchases and automatic withdrawal and debits to clear from the old checking account. Once you are certain that all outstanding checks have cleared and all direct deposits and automatic withdrawals and debits have been transferred over to your new Cape Cod Cooperative Bank account, it's time to close your old account. Notify your old bank that you are closing your account, withdraw any remaining funds and transfer the funds to your new Cape Cod Cooperative Bank account(s). You can do so with our EZ 1-2-3 Close Account Letter!

That's it ... As EZ as 1-2-3!

To locate the routing number and account number, look in the lower left hand corner of your check:



Member FDIC Member SIF

1-800-641-1100 www.mycapcodbank.com



*You must qualify for these products to receive related benefits.

EZ1-2-3 Change Automatic Debit

Automatic Debits that are authorized from your Debit Card
(complete one form for each Automatic Debit)

Date

Name of Company that makes the Automatic Debit

Phone of Company

Address (of above company)

City

State

Zip

RE: Switching My Automatic Debit for _____
Account Number with Company Debiting Your Card

To Whom It May Concern:

I have recently changed banks and need to have my automatic debit with your company changed as well. Currently, you are debiting \$ _____ from the following card #:
Enter payment amount or "amount due"

OLD Debit Card Number: _____

For: _____ On: _____
Payment or Reason Date of Payment

Please STOP debiting the above account and BEGIN making these automatic debits from my new Cape Cod Cooperative Bank debit card:

NEW Debit Card Number _____

If you have any questions regarding this request, please call me at the number listed below. Thank you for your assistance with this matter.

Sincerely,

Signature

Name (please print)

Address

City State Zip

Phone Day / Evening (circle one)

EZ1-2-3 Change Automatic Withdrawal

Automatic Withdrawals are authorized to be taken directly from your checking account.
(complete one form for each Automatic Withdrawal)

Date

Name of Company that makes the Automatic Withdrawal

Phone of Company

Address (of above company)

City

State

Zip

RE: Switching My Automatic Withdrawal for _____
Account Number with Company Withdrawing from Checking Account

To Whom It May Concern:

I have recently changed banks and need to have my automatic withdrawal with your company changed as well. Currently, you are debiting \$ _____ from the following account:
Enter payment amount or "amount due"

OLD Bank: _____ OLD Routing Number: _____

OLD Checking Account Number: _____

For: _____ On: _____
Payment or Reason Date of Payment

Please STOP debiting the above account and BEGIN making these automatic withdrawals from my new Cape Cod Cooperative Bank checking account:

NEW Bank: Cape Cod Cooperative Bank

NEW Routing Number: 211371641 NEW Account Number _____

If you have any questions regarding this request, please call me at the number listed below. Thank you for your assistance with this matter.

Sincerely,

Signature

Name (please print)

Address

City State Zip

Phone Day / Evening (circle one)

