



Northeast Panhandle Teachers Federal Credit Union

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ADDRESS CHANGE REQUEST

Membership Numbers *(list all membership numbers which the address below applied to):*

Member Name: _____ *(one per form)*

New Physical Address: _____ *(required)*
City, State, Zip: _____

Mailing Address (if different): _____
City, State, Zip: _____

Cell Phone: () _____
Work Phone: () _____

Email: _____
Home Phone: () _____

Member Signature

Date

For Credit Union Use Only

Request Rec'd By: Lobby Phone Mail Fax Email

IDENTIFICATION QUESTIONS FOR ACCOUNT AUTHORIZATION BY PHONE

IN POCKET

- What is your name and account number?
- What year were you born?
- What is your current address?
- What is the last 4 of your social security number?

OUT OF POCKET

- What is your mother's maiden name?
- Is there anyone joint on your account?
- What type of accts do you currently have with us?
- Most recent transaction you have made on your account?
- What is your account password?
- Do you have any direct deposits?
If yes, from where? For what amount?

Employee Signature (#1)

Employee Signature (#2)

Note: When asking the additional questions make sure we have the information in our system (don't ask for mother's maiden name if the field is blank)

Also, in instances where the account is validated by name, account number and password, try to make sure that all other info is correct and up to date. The goal is to have the most information possible and the correct information in the correct field.