



Chesterfield Federal Credit Union

SOLUTIONS FOR ALL YOUR FINANCIAL NEEDS

Member & Account Update

Primary Member Name

Member Number

Accounts & Services Add Remove

Credit Union Accounts

- Second Savings
- Christmas Club
- Second Checking
- Checking
- Vacation Club
- Certificate _____
- Money Market Checking
- Design Your Own Club
- Other _____
- IRA

Products and Services

- Debit Card
- ATM Card
- Net24 Telephone Banking
- Dial24 Telephone Banking
- Overdraft Protection from Savings

Account Owner/Address Information

Please only complete the items that need updating

Effective Date _____

Member Name: _____

Address:* _____

SSN/TIN: _____ Cell Phone: _____

Home Phone: _____ Work Phone: _____

E-mail: _____

* Please note: if you provide a P.O. Box for mailing, we will require your physical address as well.

Joint Ownership Add Change Remove _____

Both account owner & joint owner signatures are required for changes

- Joint Account with Rights of Survivorship
- Joint Account without Rights of Survivorship

Joint Owner: _____

Address: _____

SSN: _____ Driver's License No: _____

Home/Cell Phone: _____ Date of Birth: _____

Employer: _____ Work Phone: _____

Joint Owner: _____

Address: _____

SSN: _____ Driver's License No: _____

Home/Cell Phone: _____ Date of Birth: _____

Employer: _____ Work Phone: _____

Payable on Death Designations Add Change Remove

- All Accounts
- Specific Sub-accounts _____

Payee 1: _____ Payee 2: _____

Address: _____ Address: _____

City, State, Zip: _____ City, State, Zip: _____

Relationship: _____ Relationship: _____

VUTMA Custodial Designation & Information

Add Change Remove

The account(s) listed on page 1 are held by the following until age _____ under the Virginia Uniform Transfers to Minor Act.
18 or 21

Custodian 1: _____ SSN: _____
 Address: _____
 Phone: _____ Date of Birth: _____

Custodian 2: _____ SSN: _____
 Address: _____
 Phone: _____ Date of Birth: _____

Pursuant to the Virginia Uniform Transfers to Minors Act, I designate _____ as successor custodian for all accounts listed above. This designation shall take effect only upon my death, resignation, incapacity or removal.

Signature of Custodian _____ Date: _____
 Witness _____ Date: _____

Special Ownership Designation

Add Change Remove

The following individual is authorized to manage the account(s) listed on page 1, as designated/authorized by the appropriate agency or court.

Name: _____ Date of Birth: _____
 Address: _____
 Home Phone: _____ Cell Phone: _____
 Drivers License: _____ SSN: _____

I/we hereby grant permission to the credit union to make the changes indicated on this form. I/we have previously received the required account disclosures which govern my/our accounts and understand that the credit union may make changes from time to time to the disclosures and will notify me/us as required by law.

I/we further understand that the credit union may not act on my/our request immediately if further verification of identity is needed.

Primary Member Signature _____ Date _____
 Joint Owner #1 Signature _____ Date _____ Joint Owner #2 Signature _____ Date _____

CREDIT UNION USE ONLY

Date of Changes: _____
 Changes Made By: _____
 Branch Code: _____

OFAC Screen Check: Member Joint #1 Joint #2
 Pass Fail Pass Fail Pass Fail

Account Screening: Member Joint #1 Joint #2
 Pass Fail Pass Fail Pass Fail

Code: _____ Code: _____ Code: _____

MIP Documentation

Attach a copy of driver's license in this section, or complete the information below.

Another form of ID used.
 Please scan a copy of the identification with this form

Offsite Account Opening
 Government ID State of Issue: _____
 Issue Date: _____
 Expiration Date: _____
 ID #: _____

ACCOUNT OWNERSHIP / ADDRESS CHANGES TASKS

Task Needed	Completion Date	Initials
Name/Address Change on Navigator		
Address Verification on 'Verify' Screen		
BAD ADDR Field Cleared		
Remove Attention Message		
Name/Address Change on Evolve		
Name/Address Change in IRA Direct		
Ownership Change		
Payable on Death Change		
VUTMA Change		
Special Ownership Change		