



Online or Not in Person Change Request

Complete this form to request a change on your account.

Name: _____ SSN: _____ Account Number(s): _____

Address: _____ City: _____ State: _____ Zip: _____

Select the type of change requested. Phone: _____

_____ I wish to **add an individual** to an account. My account is a _____ account. The new individual should be a _____.

The following items are required when adding an individual to your account:

Consumer	Business
Valid Identification (current and new individual)	Valid Identification (current and new signer)
Signed Signature Card (Bank will provide new copy after form submission)	Signed Signature Card (Bank will provide new copy after form submission)
Customer Due Diligence (Bank will provide form)	Business Resolution
*If adding Power of Attorney, submit recorded POA documents	Customer Due Diligence (Bank will provide form)
*If adding Representative Payee or Guardian, submit court documentation	
*If adding Payable on Death, submit Date of Birth, Social Security Number (if available), and address of Payable on Death individual	

_____ I wish to **remove an individual** from an account. My account is a _____ account.

The following items are required when removing an individual from your account:

Consumer	Business
Valid Identification (individual remaining on account)	Valid Identification (current signer)
Signed Signature Card (Bank will provide new copy after form submission)	Signed Signature Card (Bank will provide new copy after form submission)
*If individual is deceased, submit death certificate	Business Resolution
*If removing Power of Attorney, submit recorded POA documents	
*If removing Representative Payee or Guardian, submit court documentation	
*If removing Payable on Death, submit name and date of current Payable on Death individual	

_____ I wish to **close** my account. My account is a _____ account.

The following items are required when closing your account:

Consumer	Business
Valid Identification	Valid Identification
Notarized letter of request or notarized form (must include instructions to close account)	Business Resolution
*If individual is deceased, Executor/Executrix must make request and submit death certificate and estate paperwork of deceased account owner	Notarized letter of request or notarized form (must include instructions to close account)

_____ I wish to **change my name** on my account. My account is a _____ account.

The following items are required when changing your name on your account:

Consumer	Business
Valid Identification (with new name)	Valid Identification (with new name)
Supporting Documentation: Marriage Certificate, Divorce Decree, Court Order, etc.	Supporting Documentation: Marriage Certificate, Divorce Decree, Court Order, etc.

_____ I wish to _____ on my account. My account is a _____ account.

Please include any comments in the box below. Additional documentation may be required. A Bank representative will contact you for any additional items.

***Please see page 2 for additional information and signature(s).*

Submit all required items to one of the following:

Mail

Limestone Bank
Attn: Maintenance Request
PO Box 436029
Louisville, KY 40253

E-mail

Contact our Customer
Resource Center for E-mail
Submission
1-877-369-2265

Place Identification Here

You may send us information by Fax at 1-888-832-9724.

For questions regarding changes to your account, please contact our Customer Resource Center at 1-877-369-2265.

Valid Forms of ID:

US Passport or US Passport Card	US Driver's License	Stated Identification Card
US Military ID Card	US Military Dependent ID Card	US Coast Guard Merchant Mariner ID
Permanent Resident Card	Employment Authorization Card*	US Dept. of Transportation FAA Pilots License
Foreign Passport	Foreign Driver's License*	

*Must contain a photograph

I authorize the changes to my account as indicated on this request:

Customer Signature

Date

Notary (Account Closures only):

State of _____

County of _____

Subscribed, sworn and acknowledged to before me by _____ on this _____ day of _____,
_____, as their true act and voluntary deed.

My Commission Expires: _____

Notary ID Number: _____

Notary Signature

For Bank Use Only

Employee Name

Date

Branch Name

Branch Number