

SWITCH KIT

Switching to Norway Savings is **easy** with this step-by-step guide.

- 1 Open a Norway Savings checking account
- 2 Change your direct deposits
- 3 Change your automatic payments and/or withdrawal authorizations
- 4 Close your former accounts
- 5 Sign up for Internet Banking
- 6 Set up Bill Pay and Mobile Banking
- 7 Enroll in GenGold®



STEP 1

Open a Norway Savings Checking Account

There are two simple ways to open an account:

1

ONLINE

It's simple and fast. [Click here](#) to open an account today.

2

IN PERSON

Just visit any of our 24 branches (see page 9). [Click here](#) to find a branch near you.

ANY QUESTIONS?

Call **1.888.725.2207** to talk to one of our Customer Care Specialists.



STEP 2

Change your **Direct Deposits**

Ask your Human Resources Department for a direct deposit change form. If they do not have one, please use our form on page 10 or [click here](#).

TO FILL OUT THE FORM YOU WILL NEED:

- Company/employer name and address
- HR contact and email
- Deposit change form provided by your employer or by Norway Savings [click here](#)



STEP 3

Change your **Automatic Payments** and/or **Withdrawal Authorizations**

Norway Savings provides a simple form to help you change your automatic payments and/or withdrawals, such as college savings, insurance payments, transfers to brokerage accounts, personal or mortgage loans.

Please find our form on page 11 or [click here](#).

TO FILL OUT THE FORM YOU WILL NEED:

- Name of company
- Account number with specified company
- Payment type (e.g., college savings, auto)
- Norway Savings account number
- Norway Savings routing number: 211274515
- Signature



STEP 4

Close your **Former Accounts**

Closing your old accounts is simple. Just fill out our closure request form and deliver it to your former bank. [Please find our form on page 12 or click here.](#)

TO CLOSE YOUR ACCOUNTS YOU WILL NEED:

- Your account number(s)
- Norway Savings address and contact
- Norway Savings routing number: 211274515



STEP 5

Sign up for **Internet Banking**

Bank 24 hours a day at your own convenience with Norway ColorSuite Online Banking! Internet banking can be set up when you open your account, at a branch visit, or from home by going to our website at www.norwaysavings.bank. Click on **“Enroll for Internet Banking”** in the Online Banking Login Box.

TO CREATE AN ONLINE INTERNET BANKING ACCOUNT YOU WILL NEED:

- Access to a computer
- Your account number(s)
- Your Social Security Number
- Your mother’s maiden name
- Your email address
- Ready to sign up? [Click here.](#)



STEP 6

Set Up **Bill Pay** and **Mobile Banking**

Signing up for Bill Pay is easy, and we are happy to help. Just bring in your monthly bills to one of our branches. We'll get you set up and teach you how to use your online account. Don't have time to stop in? You can set up Bill Pay from the comfort of your own home. To get started, you must have Internet Banking (see Step Five).

ENROLLING IN MOBILE BANKING IS EASY:

The Mobile Solutions app is available for currently supported iPhone, iPad and Android smartphone and tablet devices. To install, search for "**Norway Savings Bank**" in your device's app store, or click on the store badge below and follow the prompts.

OUR BILL PAY SERVICE IS FREE and unlimited for Solutions Checking (Free, Flexible and Full Solutions); Reality Banking, Aqua Fund and in Business relationship customers, Non-Profit and Personal Trust Accounts. For other account holders, Bill Pay is only \$3.95 per month with unlimited transactions.

TO SET UP BILL PAY YOU WILL NEED:

- To be signed up for Internet Banking (If you are not already, [click here](#) to sign up).
- A month's worth of recent bills
- Biller's name and address, which can be found on your bill statements
- Your account number(s), which can be found on your bill statements



STEP 7

Enroll in **GenGold®**

Enjoy the benefits of saving money like never before!

As a GenGold® Member (through your checking account with Norway Savings), you are entitled to an exclusive program that allows you and your family to save money on products and services you use every day.

TO ENROLL IN GENGOLD®, [click here](#)

You can enroll by visiting **www.norwaysavings.bank**. You can also enroll at your local branch or by calling 1.888.725.2207 and speaking with one of our Customer Care Specialists.

Try [GenGold®](#) free for 90 Days! After 90 days, the GenGold® program costs just \$4.95 per month, debited from your personal Norway Savings checking account.

we are here for **YOU**

We still believe the best banking relationships happen face-to-face, so if you have a question, concern, or just want some assistance in switching over your account, please come in! We are trained to make your life easier, better, and brighter!

No time to stop in? Then give us a call: **1.888.725.2207**.

AUBURN

31 Court Street
Auburn, ME 04210
(207) 782.2700

BETHEL

One Parkway, Suite 100
Bethel, ME 04217
(207) 824.4989

BRIDGTON

1 Harrison Road,
Bridgton, ME 04009
(207) 647.3344

BRUNSWICK Cooks Corner

14 Gurnet Road
Brunswick, ME 04011
(207) 725.4303

BRUNSWICK Maine Street

83 Maine Street
Brunswick, ME 04011
(207) 725.5591

FALMOUTH

266 U.S. Route 1
Falmouth, ME 04105
(207) 781.7450

FREEPORT

8 Mallett Drive
Freeport, ME 04032
(207) 865.6141

FRYEBURG

557 Main Street, Suite A
Fryeburg, ME 04037
(207) 935.2051

GORHAM

65 Main Street
Gorham, ME 04038
(207) 222.1502

GRAY

1 Libby Hill Road
Gray, ME 04039
(207) 791.2121

KENNEBUNK

68 Portland Road
Kennebunk, ME 04043
(207) 985.4001

NAPLES

621 Roosevelt Trail
Naples, ME 04055
(207) 693.6224

NORWAY, Main Office

261 Main Street,
P.O. Box 347
Norway, ME 04268
(207) 743.7986

PORTLAND Congress Street

1200 Congress Street
P.O. Box 8550
Portland, ME 04102
(207) 774.5000

PORTLAND Exchange Street

120 Exchange Street
Portland, ME 04101
(207) 879.4307

PORTLAND Forest Avenue

446 Forest Avenue
Portland, ME 04101
(207) 772.0017

SACO

569 Main Street
Saco, ME 04072
(207) 282.6121

SCARBOROUGH

158 U.S. Route 1,
P.O. Box 1599
Scarborough, ME 04070
(207) 885.0742

SOUTH PARIS

7 High Street
South Paris, ME 04281
(207) 743.9771

SOUTH PORTLAND

207 Waterman Drive
South Portland, ME 04106
(207) 741.9100

STANDISH

88 Ossipee Trail East
P.O. Box 489
Standish, ME 04084
(207) 642.1290

TOPSHAM

47 Topsham Fair Mall Road
Topsham, ME 04086
(207) 725.5950

WINDHAM

10 Franklin Drive
Windham, ME 04062
(207) 892.3339

YARMOUTH

688 U.S. Route 1
Yarmouth, ME 04096
(207) 846.8701



www.norwaysavings.bank



direct deposit

change notice

Name

SS #

Employer

Address

Daytime Phone Number

Effective _____, please deposit my funds directly into my Norway Savings Bank
account as indicated below: Date

Deposit Amount: Full Partial: \$ _____

Norway Savings Bank

New Bank Name

1.888.725.2207

New Bank Phone #

PO Box 347, 261 Main Street, Norway, ME 04268

New Bank Address

New Bank Account #

211274515

Routing #

Checking

Savings

Previous Bank Information

Bank Name

Address

Phone #

Account # / Type

I hereby authorize my direct deposit to be sent to my new Norway Savings Bank account.

Signature

Date



www.norwaysavings.bank



automatic payment

withdrawal authorization

Name

SS #

Employer

Address

Daytime Phone Number

Effective _____, please deposit my funds directly into my Norway Savings Bank
account as indicated below: Date

Deposit Amount: Full Partial: \$ _____

Norway Savings Bank

New Bank Name

1.888.725.2207

New Bank Phone #

PO Box 347, 261 Main Street, Norway, ME 04268

New Bank Address

New Bank Account #

211274515

Routing #

Checking

Savings

Previous Bank Information

Bank Name

Address

Phone #

Account # / Type

I hereby authorize you to debit future automatic payments from my new Norway Savings Bank account.

Signature

Date



www.norwaysavings.bank



account closure

request form

Name

SS #

Daytime Phone Number

Joint Owner Name

On _____, please close the account as indicated below:
Date

Bank Name

Address

Phone #

Account # / Type

Please make check for balance deposit payable to:

Name

New Bank Account #

Account # / Type

Mail check to:

Norway Savings Bank

New Bank Name

New Bank Address

1.888.725.2207

New Bank Phone #

I hereby authorize the closure of this account. I certify that all direct deposits and automatic payments have been stopped.

Signature

Date

Joint Signature

Date

