



Address Change Form

Online Banking Users:

If you are an online banking member you must update your phone number from within ItsMe247 online banking. Changing your phone number from within online banking is faster and more secure. Simply login to ItsMe247, then go to the Info Center tab > Personal Information.

If you are not an online banking member please print and submit this form.

PREVIOUS ADDRESS INFORMATION		
First Name:	Last Name:	
Member Number:	Last 4 digits of Primary Account Holders SSN:	
Phone:		
Street Address:		
City:	State:	Zip:
This is my:	If alternate, from what dates	
<input type="checkbox"/> Permanent Address	Start:	
<input type="checkbox"/> Alternate Address	End:	
Is this an annual trip? <input type="checkbox"/> Yes <input type="checkbox"/> No		
NEW ADDRESS INFORMATION		
Address Line 1:		
Address Line 2:		
City:	State:	Zip:
Home Phone:		
UPDATE OTHER ACCOUNTS		
List the number(s) of any other account(s) to be updated. <i>You must be a joint owner on the account to update address.</i>		
Additional Information:		



Signature:	Date:
Notary Signature <i>(If submitted by mail or online):</i>	Date:
Notary Seal	

3 ways to submit your completed form:

Option 1: Drop it off at any of our branch locations.

Option 2: Mail it to: KCCU, PO Box 140, Battle Creek, MI 49016 (Requires signature and stamp by notary.)

Option 3: Submit it through Send My Docs in the Forms area of our website (Requires signature and stamp by notary.)