SWITCHING TO FIFTH THIRD BUSINESS BANKING: 4 EASY STEPS



Welcome to Fifth Third

We're so glad you're here and we can't wait to help you manage, protect and grow your business. We've put together this helpful guide for setting up your Fifth Third business bank account—it's easy to get started! As you go through the steps, reach out to your business banker with any questions you may have.

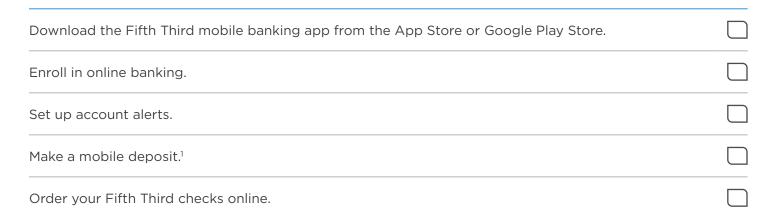
This guide covers:

- 1. Account setup
- 2. Discontinue use of your old account
- 3. Transitioning ACH deposits and payments
- 4. Closing out your old account



STEP 1: ACCOUNT SETUP

Set up mobile and online banking and order checks for your new business checking account.



STEP 2: DISCONTINUE USE OF YOUR OLD ACCOUNT

Stop using your old business banking account and safely destroy related documents.

Stop using your old account.	
Make sure all your transactions have cleared before you close your account!	
Safely destroy all checks, ATM/debit cards and deposit slips.	

STEP 3: TRANSITIONING ACH DEPOSITS AND PAYMENTS

Review your ACH deposits and payments and notify your customers about your new account.

Make a list of any ACH/deposit/payments—review your monthly statements to help you remember!	l
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Vendor payments	
Card processing payments	
Loans	
Payroll	

Let your customers and business partners know about your new account.

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STEP 4: CLOSING OUT YOUR OLD ACCOUNT

Double check that all your checks have cleared and ACH deposits and payments are transferred, then close your old business bank account.



Checks cleared?	
ACH deposits and payments transferred?	
Notify your previous bank of your request to close your account!	

Your Fifth Third team is here to help!

If you have a question about transitioning your business bank account to Fifth Third, **please contact your business banker**.



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