

# Automatic Payments Worksheet

To update merchants from your VISA to Mastercard



This worksheet can be used to compile information on your electronic payments (those payments pre-authorized by you, and automatically paid with your credit union account.)

Most company websites provide online resources to change your electronic payments. Generally, this is listed under a 'Pay Bill' or a 'Support' tab. Have one of your current account bills handy, and follow the instructions on their website, or call them directly with a telephone number listed on the bill.

Name of each individual who will have Electronic Payments withdrawn from this account	Company Name	Their Telephone # or Website	Frequency / Date of payment	Amount	Account #	Check once payment has successfully been withdrawn from 1A account

Remember to include any of these that apply:

- ▶ Car Loan Payments
- ▶ Netflix, Amazon, or other online service Payments
- ▶ Other Loan Payments
- ▶ Cell Phone Payments
- ▶ Utility Payments
- ▶ Gym Payments
- ▶ EZ Pass (toll) Payments

**Review your previous VISA credit card and your checking account statements to help compile a list of your recurring charges on your VISA credit and/or debit card(s).**