



WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

Name Change Bank Account Form

DATE: _____

OWNER:	West Contra Costa Unified School District			
School Name:				
Account Number:				
Account Type:	Student Body:	Petty Cash:		
Signer: (Name/Title)		Add	Remove	
Signer: (Name/Title)		Add	Remove	
Signer: (Name/Title)		Add	Remove	
Signer: (Name/Title)		Add	Remove	
How would you like the signed letter to be sent to you?				
Email		Inter-District Mail		Pick-Up

All accounts must have at least two signers.

Provide this complete form to Christine Yung at Cyung@wccusd.net and she will request that Sheri Gamba draft a letter to the Mechanics Bank.

Please allow 3-5 days for processing.

Name changes are only to be made at the Hilltop Mechanics Bank Branch.

Hilltop Branch
3170 Hilltop Mall Rd.
Richmond, CA 94806
(510) 262-7251

Requestor Signature & Title

Date

District Authorization

Date