



Helpful Hints

Information Needed

Members First will be glad to mail all forms for you. We will need the forms completely filled out to ensure the changes are made as soon as possible. Be sure to have contact information for each company/depositor (addresses, phone numbers, etc.) as well as your account numbers from each company and former financial institutions.

Automatic Deposits

These are recurring payments automatically deposited into your account. Changes should take effect within 3 payment periods. Keep your former accounts open until you are sure the deposits have switched to Members First. If you don't see the deposit after 3 periods, contact the depositor. Some companies, like the Social Security Administration, require special forms. Contact the company to be sure no other forms are required. If you have more than one automatic deposit, we will need a form for each company.

Automatic Deductions

Changes to automatic deductions normally occur within 2 withdrawal periods. Keep your old account open until you are sure that all deductions have been moved to Members First. Again, if the withdrawal has not been moved after 2 withdrawal periods, contact the company making the withdrawals.

Closing an Account

Make sure the account you are closing is balanced and that you have enough remaining funds in the account for outstanding items to clear. Once all items have cleared, the account may be closed. Remember to check with your former financial institution because they may need additional forms to close the account. If you would like to wire transfer the remaining funds from your former financial institution to Members First, our wiring instructions are:

Wire To: Southwest Corporate Federal Credit Union
ABA#: 311990511
For Credit To: Members First Credit Union
Account #: 314978394
For Further Credit To: Your Name
Your Account Number

Main Office
5444 S. Staples
Corpus Christi, TX 78411
361/ 991-M1ST (6178)
1-800-242-3037
FAX (361) 993-1704

SPID Branch
1420 S. Padre Island Drive
Corpus Christi, TX 78416
361/ 882-8841
FAX (361) 882-4060

Violet Branch
11166 Up River Rd.
Corpus Christi, TX 78410
361/241-0045
FAX 361/241-3997

Harlingen Branch
1418 E. Tyler Suite 11
Harlingen, TX 78550
956/ 428-8711
FAX (956) 428-3520