



## Change of Address Instructions & Form

There are two ways to make changes to your Directions Account(s) address, phone number(s), email address; **Online** or by **Completing the Change of Address Form** below.

1. **Online Address Change** - If you are a CUOnline User, simply [log in to CUOnline](#) and go to the Profile tab to make your changes securely. If you are not a current CUOnline User you can [register for CUOnline](#) by clicking *First Time Users Enroll here*. (No need to complete the Change of Address Form.)
2. **Complete Change of Address Form** – Fill in your changes then print and mail form to Directions CU, 5121 Whiteford Road, Sylvania, OH 43560 **or** Fax to: 419-841-1438 **or** drop off at any of [our branch locations](#). Please DO NOT email this form with this sensitive information you have provided.

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### Change of Address Form

Date: \_\_\_\_\_ (MM/DD/YY)      Member Account Number: \_\_\_\_\_

Account Name (first, middle, last): \_\_\_\_\_

#### **Old Address** (must complete all fields)

Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

#### **New Address** (please complete all fields)

Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_ - \_\_\_\_ - \_\_\_\_      Cell Number: \_\_\_\_ - \_\_\_\_ - \_\_\_\_

Work Number: \_\_\_\_ - \_\_\_\_ - \_\_\_\_

**Signature: X** \_\_\_\_\_