



Step 1: Checklist



Ensure you have enough money in your existing account to cover any remaining payments. Check off each of your pre-authorized payments (listed below) once they are transferred to your new CIBC account. When your checklist is complete, you can close your previous account!

Pre-Authorized Payment	Account Number	Payment Amount	Contact Number	Date Called	Completed
Electricity		\$			<input type="checkbox"/>
Home Phone		\$			<input type="checkbox"/>
Mobile		\$			<input type="checkbox"/>
Internet		\$			<input type="checkbox"/>
Insurance • Home		\$			<input type="checkbox"/>
• Car		\$			<input type="checkbox"/>
• Other		\$			<input type="checkbox"/>
Mortgage		\$			<input type="checkbox"/>
Natural Gas		\$			<input type="checkbox"/>
Heating Oil		\$			<input type="checkbox"/>
RRSP Contributions		\$			<input type="checkbox"/>
Other Savings / Investing Contributions		\$			<input type="checkbox"/>
Car Loan		\$			<input type="checkbox"/>
Other Loan		\$			<input type="checkbox"/>
Charitable Contribution		\$			<input type="checkbox"/>
Other		\$			<input type="checkbox"/>
		\$			<input type="checkbox"/>
		\$			<input type="checkbox"/>
		\$			<input type="checkbox"/>
		\$			<input type="checkbox"/>
Total					

Retain this checklist for your records.