



For Office Use Only

# Wexford Community Credit Union

Wexford | Missaukee | Osceola

## CODE WORD REQUEST FORM

The main purpose of a Code Word is to verify your identity over the telephone prior to discussing any account information. It may also be used as an extra security measure if your account becomes compromised, or in the event you forget your membership card or wallet.

Please know that Wexford Community Credit Union staff is prohibited from giving clues or hints over the phone if you forget your Code Word. You may obtain a forgotten Code Word by coming into the credit union and presenting photo ID.

PLEASE LIST ALL ACCOUNTS THIS CHANGE AFFECTS

Code Words CAN BE	Code Words CANNOT BE
1. Any combination of letters and numbers 2. Only letters 3. Up to 10 (ten) characters in length	1. Any part of your name 2. Any part of your Social Security Number 3. Your date of birth 4. Mother's maiden name 5. Only numbers 6. Any information we currently have on file for you

<b>Account Number(s)</b>				
<b>Member Name</b>				<b>DATE</b>
<b>I would like to:</b> <input type="checkbox"/> Create a Code Word for the 1 <sup>st</sup> time <input type="checkbox"/> Change an existing Code Word		<b>Please require my Code Word for:</b> <input type="checkbox"/> Telephone inquiries only <input type="checkbox"/> Telephone inquiries and withdrawals		
<b>Code Word</b>		<b>Member Signature</b>		

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Received By	Date	Tracker Entered By	Date	Comment Added: <input type="checkbox"/> Yes <input type="checkbox"/> No <small>Only needed when Code Word is required for withdrawals.</small>
Change Made By	Date	Verified By	Date	