

Department Spotlight

BOOKKEEPING: CHECKING, SAVINGS & ATM SUPPORT SERVICES

Providing the best in customer service and ongoing support ...



Monthly Spotlights

Quite often we get asked how and why certain things take place within the bank. As part of a new section for the next few issues, we will bring you a closer look at our various departments. We hope this will give you a better understanding of how they help serve you.

To start us off, we are "spotlighting" our bookkeeping department. They are usually the main point of contact for many of your questions



Diane Carol Helen

about your deposit accounts. The department employees are Helen, Diane, and the manager, Carol. They are located on the second floor of our main office in Belington.

Bookkeeping can do many things to help you manage your accounts. They can answer questions about your checking and savings accounts including balances, withdrawals and deposits, and ATM and debit card transactions. They can also help you put a stop

payment on a check, transfer money between accounts, order checks, reconcile your bank statement and provide assistance in using our 24 hour EZBanker phone system. And if they are not able to assist you with a specific request, they can make sure you get assistance from the appropriate department.

You can contact bookkeeping during regular business hours at 823-1531 or 1-800-296-1531. They will be happy to assist you.

Important Dates



Fall Jumble

R H K F O T I R V A I V O L D A F R R E F
 I F A F R L O W E R H P D E F L L I R K
 A L L N D S J H O O R J A L S A O C I
 I V K E R I A N I W D H I F R I S G R M
 S I W I O H E K F R O H F E T I A N Y A
 E L I R J J A I T L M S L A M J I U A P
 A E M X N I R E C L C B J O B W S O H P
 S R I I E V I O I E S Y S N I A M I L
 O N L L Z P X N I T B U I H B U Y E
 K E A N E L S A L C O O L D E N R O D P
 C I Y I R A T I P E O F A T E R T R I
 L Y L A N Y I M I L R B O U S U S B C
 A B S R A S B O L I D C C L E F A D B K
 K G R A - C - X F - H A K F F R I F D I
 G I B L M E F N S F O I I A O P L D O N
 L K L A D I O K E R T B H S B I I J B G
 L A N S ' R Y ' I A X ' N A R L L O ' A
 F I B E P I D E O I S K E P S F M P H

- AUTUMN
- FALL
- LEAF
- HARVEST
- APPLE PICKING
- HOLIDAYS
- WINE
- BONFIRE
- FALL
- LEAF BLOWER
- POSTAGE
- SPECIOUS TREES
- GOLDENROD
- LEAF RUGS
- SPANISH HAM

Enter Our Fall Competition

Have Fun & Win A Prize!

Find and circle all of the Fall words in the puzzle and bring your finished puzzle to any of our five convenient offices to receive a free pencil and notebook. (while supplies last) All entrants will be entered into a drawing to be held September 15th for a chance to win a nice backpack with a \$100 savings bond! One Grand Prize for each office.



Name: _____

Telephone: _____