

# PAYEE RECORD SHEET



**TECHNOLOGY UPGRADE  
FEBRUARY 2-6, 2024**



Use this sheet to record your Bill Pay Payees, Zelle® Recipients and Recurring Transfers. Print multiple sheets if you need more space. Keep this information stored in a secure place.

Information is recorded on this sheet for **Account Number:** \_\_\_\_\_

BILL PAY	
Payee Name:	Payee Name:
Payee Category:	Payee Category:
Payee Account Number:	Payee Account Number:
Payee Name:	Payee Name:
Payee Category:	Payee Category:
Payee Account Number:	Payee Account Number:
Payee Name:	Payee Name:
Payee Category:	Payee Category:
Payee Account Number:	Payee Account Number:
Payee Name:	Payee Name:
Payee Category:	Payee Category:
Payee Account Number:	Payee Account Number:

ZELLE®	
Recipient Name:	Recipient Name:
Email or Phone:	Email or Phone:
Recipient Name:	Recipient Name:
Email or Phone:	Email or Phone:
Recipient Name:	Recipient Name:
Email or Phone:	Email or Phone:

RECURRING TRANSFERS IN DIGITAL BANKING	
From Account:	From Account:
To Account:	To Account:
Amount:	Amount:
Frequency:	Frequency:
From Account:	From Account:
To Account:	To Account:
Amount:	Amount:
Frequency:	Frequency: