

## Account Closing Request

To:

From:

Please close the following account(s) with your institution:

Account #: \_\_\_\_\_ Type of Account: \_\_\_\_\_

Account #: \_\_\_\_\_ Type of Account: \_\_\_\_\_

Account #: \_\_\_\_\_ Type of Account: \_\_\_\_\_

Social Security #: \_\_\_\_\_

If you require any additional information, you can reach me at: \_\_\_\_\_

Please mail the funds from the account(s) in the form of an Official Bank Check made payable to:

Name: \_\_\_\_\_

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

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

Thank you for your prompt attention to this matter.

Sincerely:

\_\_\_\_\_  
Signature of Primary Account Holder \_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Secondary Account Holder \_\_\_\_\_  
Date