



## Account Closing Letter

\_\_\_\_\_

Date

\_\_\_\_\_

Bank's Name

\_\_\_\_\_

Address

\_\_\_\_\_

City, State, Zip

To Whom It May Concern:

Please close my account # \_\_\_\_\_, and send a check for the remaining balance to me at the address listed below.

If you have any questions about this request, please contact me at (\_\_\_\_) \_\_\_\_\_ (phone number).

Thank you,

Sincerely,

\_\_\_\_\_

Signature

\_\_\_\_\_

Name (please print)

\_\_\_\_\_

Address

\_\_\_\_\_

City, State, Zip

\_\_\_\_\_

Co-Signer Signature

\_\_\_\_\_

Co-Signer Name (please print)

