

Bank Account Closing Letter

DATE:

ATTN: Customer Service Department

BANK NAME:

BANK ADDRESS:

BANK CITY, ST, ZIP:

REGARDING: ACCOUNT CLOSING

To Whom It May Concern:

I have recently changed banks and would like to close the account(s) listed below. Close all account(s) as of (date) _____.

Account Type	Account Number

Please forward all remaining funds to the address provided at the bottom of this letter. If you need any additional information, please contact me directly at:

Name: _____

Phone: _____

E-Mail: _____

Sincerely,

SIGNATURE

Please Print

Name/Company: _____

Address: _____

City/State/Zip: _____