



**Close Account**

When closing your accounts, remember to keep enough funds on deposit for checks, automatic withdrawals or ATM/VISA Check Card transactions that may be pending. Once all outstanding transactions have posted, mail this form to your financial institution for processing.

\_\_\_\_\_  
Financial Institution's Name

\_\_\_\_\_  
Complete Address

\_\_\_\_\_  
City, State, Zip

To Whom It May Concern,

Please close my account \_\_\_\_\_ (account number) 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 during the DAY/EVENING (circle one) at \_\_\_\_\_ (phone number).

Thank you for your assistance.

Sincerely,

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Co-Signer (please print)

\_\_\_\_\_  
Co-Signer Signature

\_\_\_\_\_  
Date

If you have any questions about this or any other forms, please contact us at 410-965-8908 or 1-866-4SECPLUS, or stop by one of our branches.