SECURITY BANK USA

# ACCOUNT CLOSING LETTER

Bank Name

Bank Address

City, State, Zip Code

RE: Closing My Account(s)

This letter is to inform you I am closing my account(s) at your bank. Please close the following account(s) listed below and send a check for the remaining balance(s)to my address.

If you have any questions regarding this request, please contact me by mail or at the phone number listed below. Thank you for your prompt assistance in this matter.

Authorized Signature Date

## ACCOUNT INFORMATION

| NAME | ADDRESS | ACCOUNT NUMBER |
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