

## Account Closing Notification

When closing your accounts, remember to keep enough funds on deposit for checks, automatic Withdrawals, direct deposits or ATM/VISA Check Card transactions that may be pending. Once all Outstanding transactions have been 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 #) and send a check for the remaining balance to me at the address listed below.

If you have any questions regarding this request, please contact me during the DAY/EVENING (circle one) at \_\_\_\_\_ (phone #).

Thank you for your assistance.

Sincerely,

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Address

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

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

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

\_\_\_\_\_  
Date

Please contact us at 414-546-7800, or stop by one of our branches, if you have any questions about this or any of the forms.