



**Close Account Request Form**

**Member Name:** \_\_\_\_\_

**Member Account #:** \_\_\_\_\_

**Close Account Checklist:**

- \_\_\_\_\_ All out-standing checks have cleared account
- \_\_\_\_\_ All out-standing automatic and/or visa debits have cleared account
- \_\_\_\_\_ All direct deposits have been stopped
- \_\_\_\_\_ All loans are paid off and closed
- \_\_\_\_\_ All DVA credit card balances are paid off and cards closed
- \_\_\_\_\_ All automatic debits have been stopped

**Reason for account closure:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
**Member Signature**

\_\_\_\_\_  
**Date**