



Close Account

DATE		
FINANCIAL INSTITUTION'S NAME		
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 below.**

**If you have any questions about this request, please contact me during the
DAY / EVENING (circle one) at: (_____) _____ - _____**

By signing below, I also give you permission to speak with a Member Service Representative of Woodlands Credit Union concerning the closure of my account.

Sincerely,

SIGNATURE X		
CO-SIGNER SIGNATURE X		
ADDRESS		
CITY	STATE	ZIP
ACCOUNT NUMBER*		
ROUTING NUMBER*		

* To find the account and routing numbers for your old account, look at the bottom of your checks for a series of numbers:

|: 012345678 |:

Bank Routing Number

1234 ||| 5678 |:

Account Number

1234

Check Number

Bank Routing Numbers are the first nine digits of the series, beginning with a number between 01 and 12 or 21 and 32