

Account Closing Request



Send this form to your old financial institution after all your outstanding checks have cleared, and any automatic deposits and payments have stopped.

To:
Bank/Company Name: _____
Bank/Company Address: _____
City: _____ State: _____ Zip: _____

Important Tips

- Contact your other financial institution to find out the address where you should send this form.
- Make sure your Homebase Credit Union account is active before you close your existing account.
- Keep your old account open until all deposits and deductions have been switched to your Homebase Credit Union account.

➔ Please close my account(s) below effective: _____ (date).

Account 1
Name on Account: _____
Account Number: _____
<input type="checkbox"/> Checking <input type="checkbox"/> Savings <input type="checkbox"/> Money Market <input type="checkbox"/> Other
Please send me the balance of this account.
Payable to: _____
My Address: _____
City: _____ State: _____ Zip: _____

Account 2 (if applicable)
Name on Account: _____
Account Number: _____
<input type="checkbox"/> Checking <input type="checkbox"/> Savings <input type="checkbox"/> Money Market <input type="checkbox"/> Other
Please send me the balance of this account.
Payable to: _____
My Address: _____
City: _____ State: _____ Zip: _____

Questions?

Homebase Credit Union
Member Services:
(804) 452-0736
(800) 782-7599

If you have any questions, please call me at: _____

Signature _____ Date: _____

Federally insured by NCUA.