Existing Account

Close Account Request Form

Come Home to Better Banking

Complete this form which will be sent on your behalf to your old bank in order to close your old account and transfer any remaining balance to your new account at Boiling Springs Savings Bank.

☐ **Individual Account** ☐ **Joint Account**

Name: _____

Name: _____
(If joint account, please provide secondary accountholder's name)

Address: _____Daytime Phone #:_____

City, State, ZIP: _____

I authorize _____
(name of current bank)

located at: _____

hereinafter referred to as "Originating Depository Bank", to close the below referenced account. All my checks have cleared the account which is being closed and all direct deposits and automatic payments have been stopped.

Account Name: _____

Routing Number: _____

Account Type: ☐ **Checking** ☐ **Savings**

Closing Balance $_____ (plus interest, if applicable)

Proceeds from the above referenced account are to be mailed to:

Boiling Springs Savings Bank

Bank Personnel: Please fill in branch name and address

_____

_____

Branch Phone: _____

_____
Signature of BSSB Supervisor Date

Upon receipt, the funds will be credited to our customer accordingly. The receipt of said proceeds via mail will serve as confirmation that the account has been formally closed.

_____ _____
Customer Signature Date

_____
Joint Accountholder Signature Date