Bank Account Closure Letter

To: _____

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Dear Sir/Madam,

I am writing to inform you I wish to close the below account.

Old branch sort code:

Old account number:

Old building society roll number (if applicable):

Please arrange to close down the above account and arrange for any outstanding balance to be transferred to my new account (details below):

New branch sort code:

New account number:

New building society roll number (if applicable):

New bank name:

_____

New account name:

_____

Yours faithfully

Customer signature: _____

Date: _____