

# Account Closure Request Form

Once all of your outstanding payments and checks have cleared, you can close your old account by completing this form and mailing it to your old bank. *Please note—keep copies of all documents for your personal records.*

## Previous Bank Information:

Date: \_\_\_\_\_ Name of Financial Institution: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Previous Account #: \_\_\_\_\_

Primary Account Holder Name: \_\_\_\_\_

Joint Account Holder(s) Name(s): \_\_\_\_\_

## Your Information:

This letter is to inform you that I have decided to close the account(s) noted below as of \_\_\_\_\_ (date).

Please close the account(s) noted below and mail the balance and any interest earned to my address.

## Account 1:

Old Account #: \_\_\_\_\_

Old ABA Routing #: \_\_\_\_\_

## To MTEFCU:

New Account #: \_\_\_\_\_

Checking  Savings

New ABA Routing #: **291172682**

## Account 2:

Old Account #: \_\_\_\_\_

Old ABA Routing #: \_\_\_\_\_

## To MTEFCU:

New Account #: \_\_\_\_\_

Checking  Savings

New ABA Routing #: **291172682**

## Receiving Institution Information: Please include the following items on all communication.

Michigan Tech Employees Federal Credit Union  
700 E. Sharon Ave.  
Houghton, MI 49931  
ABA Routing Number 291172682

MTEFCU Account #: \_\_\_\_\_

Account Type: \_\_\_\_\_

## Upon closure of the account(s), please send a confirmation to the address below.

Sign: **X** \_\_\_\_\_  
PRIMARY ACCOUNT HOLDER (SIGN)

Print Clearly: \_\_\_\_\_  
PRIMARY ACCOUNT HOLDER (PRINT)

Sign: **X** \_\_\_\_\_  
JOINT ACCOUNT HOLDER (SIGN)

Print Clearly: \_\_\_\_\_  
JOINT ACCOUNT HOLDER (PRINT)

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

(906)-482-5005  
memberservices@mtefcu.org  
mtefcu.org



MICHIGAN TECH EMPLOYEES  
FEDERAL CREDIT UNION