

Request to Close Account

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Please read this information before completing the form overleaf

- If you are moving away or changing your employer it does not mean you have to leave Harlowsave.
- Maintaining a regular payment into your savings account, (£20 per month for those working 16 hours or more. £10 for all others), ensures your benefits of being a member of Harlowsave. These include:
 1. Free life insurance on savings, whereby your shares will be doubled and paid to your nominated person. (Conditions apply, please ask for a leaflet).
 2. Free life/ill health insurance cover for any loan you may have outstanding. (Conditions apply, please ask for a leaflet)
- According to Rule 17.2 of the Harlowsave Credit Union, we have the right to delay issuing your closing cheque for up to eight weeks. This is to ensure that the closure of your account/s are administered correctly, e.g. payroll, standing order payments have been cancelled.

Please tick any of the following reasons you have for closing your account. Use the box below for comments.

- Stopped saving
- Dissatisfied with service
- Better return on saving elsewhere
- Better interest rates on loans elsewhere
- Leaving your employment
- Leaving the area
- Any other reason

Further Comments

Thank you.

Account Closure Instruction:

Name: _____ Membership Number: _____

Date: _____

1) Please select **one** of the following:

I wish to pay in £ _____ to clear my loan and close my account. **Please attach cheque or present cash at the Harlow office.**

I wish to clear my loan from my shares and withdraw any remaining shares.

I have no outstanding loans and I wish to withdraw my shares.

2) I require my final share withdrawal cheque to be:

collected at the office

or posted to my home address

Cheque to be made payable to:

Signature: _____ Date: _____

FOR OFFICE USE ONLY

Loan Balance £ _____	Interest £ _____
TOTAL £ _____	
Cheque number _____	raised for £ _____
to clear account.	Date processed: _____