

### Account Closure Form

Date \_\_/\_\_/\_\_

Account No.

Branch Name:

Branch Code:

Customer Account Type:  Individual  Non-Individual  NRE/NRO  Deposit Account (Fixed/Recurring)\*  Minor Account

I / We \_\_\_\_\_ hereby request you to please close my/our account and confirm that all unused cheques issued to me / us have been enclosed / destroyed by me / us No. from \_\_\_\_\_ to \_\_\_\_\_. I / We also authorise the bank to destroy all the unutilised cheques, if any, in the system.

I / We are enclosing / destroying the ATM / Debit Card(s) issued to me / us.

All Standing Instructions in this account will be cancelled & NACH or Cheques if any will be returned on closure of the account.

Reason for closure of Account \_\_\_\_\_

Pay the proceeds by:

DD/PO  Credit to Fincare Bank

Credit to Other Bank Account (Please submit the proof)

Customer Name: \_\_\_\_\_

Account Number:

IFSC Code:

Bank Name & branch: \_\_\_\_\_

\*In case FD/RD Pre closure panel charges may be applicable as per schedule of charges (SOC).

Names and Signature of all applicants: in case of more signatories please use an additional form

Sr. No.	Name	Signature
Authorised Signatory		
Authorised Signatory		
Authorised Signatory		

**BANK USE ONLY**

Date of Account Opening: \_\_\_\_\_

Following have been destroyed:

ATM card destroyed Y  N

Unused cheque leaves destroyed Y  N

In case of company account necessary board resolution obtained. Y  N

The following have been delinked from the account.

Standing Instruction No. \_\_\_\_\_ Locker No. \_\_\_\_\_

Approval enclosed for lien removal / charge reversal

Certified that this Request Letter is complete in all respect & all relevant documents are obtained & verified Mode of operation and signatures of

Signature: \_\_\_\_\_ Designation: \_\_\_\_\_

Operations Head  Branch Head  Emp Code \_\_\_\_\_

Signature verified. \_\_\_\_\_ Employee No. \_\_\_\_\_

**Acknowledgement:**

We acknowledge receipt of Savings / Current account no closure form by you in favour of

Name of account holder: \_\_\_\_\_ Account No.: \_\_\_\_\_

Branch Stamp and Sign: \_\_\_\_\_ Date of Receipt: \_\_\_\_\_