

ROCKLAND EMPLOYEES FEDERAL CREDIT UNION
 170 EAST CENTRAL AVENUE
 SPRING VALLEY, NY 10977
 Phone: (845) 371-5804 Fax: (845) 371-2652

CLOSE ACCOUNT FORM

COMPLETE AND SIGN THIS FORM IN ORDER TO CLOSE YOUR ACCOUNT. THE BALANCE WILL BE WITHDRAWN AFTER YOU RETURN YOUR CHECKS, ATM, DEBIT AND CREDIT CARD(S) TO REFCU. IF YOU ARE ON DIRECT DEPOSIT OR PAYROLL DEDUCTION, PLEASE MAKE SURE YOU DELETE YOUR ACCOUNT INFORMATION FROM YOUR PAYROLL DEPARTMENT PRIOR TO CLOSING THE ACCOUNT.

Name:		Phone:	Member #:
Address:			Close Account Fee: \$10.00

- ❖ **Note: All outstanding checks must have cleared, or must have a stop payment placed on them, before any balance is sent out. You will be held responsible for any bounced check fees incurred for outstanding checks that come in for clearance after your account has been closed.**
- ❖ **Note: Accounts with negative balances will not be closed until payment is given for the negative balance.**
- ❖ **If closed by mail, the funds will be mailed to the address on file.**
- ❖ **All loans and visa balances must be paid in full.**

WHICH ACCOUNT(S) ARE YOU CLOSING WITH REFCU?

Savings Only:

Savings and Checking

WHY HAVE YOU CHOSEN TO CLOSE YOUR REFCU ACCOUNT?

Relocation:

Retired:

Deceased Member:

Loan paid in full:

Dormancy (inactive for 12 months or more):

Dissatisfied with REFCU service(s):

Other Reasons (be specific):

Signature:

Date

SE CODES (REFCU USE ONLY)

RL: Relocation

RT: Retired

LP: Loan paid in full

DA: Dormancy (account inactive for 12 months or more)

DS: Dissatisfied with REFCU service(s)

DM: Deceased Member

MA: Merged Accounts

REFCU Teller USE ONLY

CLOSE CODE:

Teller: