

## Business/organisation name

Full name of business/organisation	
Address	
Business/organisation email	Postcode
Business/organisation <b>day time</b> telephone number	

## Account details and closure date – Please list all accounts. If you need more space, please use the back of the form.

<p>Accounts to be closed</p> <table style="width:100%;"> <tr> <td style="width: 50%;">Sort code</td> <td style="width: 50%;">Account number</td> </tr> <tr> <td style="height: 20px;"></td> <td style="height: 20px;"></td> </tr> <tr> <td>Sort code</td> <td>Account number</td> </tr> <tr> <td style="height: 20px;"></td> <td style="height: 20px;"></td> </tr> <tr> <td>Sort code</td> <td>Account number</td> </tr> <tr> <td style="height: 20px;"></td> <td style="height: 20px;"></td> </tr> </table> <p><small>If your instruction is to close all accounts, please note that any linked Visa cards and foreign accounts will also be closed.</small></p>	Sort code	Account number			Sort code	Account number			Sort code	Account number			<p>When do you want us to close these accounts? (It can take up to five working days.)</p> <p>From now. <input type="checkbox"/></p> <p>or</p> <p>From:</p> <table style="width:100%;"> <tr> <td>Date</td> <td style="border: 1px solid black; padding: 2px;"> <table style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> </tr> <tr> <td style="text-align: center; font-size: small;">Day</td> <td style="text-align: center; font-size: small;">Month</td> <td style="text-align: center; font-size: small;">Year</td> <td></td> </tr> </table> </td> </tr> </table>	Date	<table style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> </tr> <tr> <td style="text-align: center; font-size: small;">Day</td> <td style="text-align: center; font-size: small;">Month</td> <td style="text-align: center; font-size: small;">Year</td> <td></td> </tr> </table>					Day	Month	Year	
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## Reasons for closure – Please tick one of the boxes below for the main reason for closure. Use the comments box to tell us more, and/or for other reasons for closure.

<ul style="list-style-type: none"> <li><input type="checkbox"/> My business/organisation is no longer trading.</li> <li><input type="checkbox"/> Not satisfied with product fees/charges.</li> <li><input type="checkbox"/> Not satisfied with customer service.</li> <li><input type="checkbox"/> Not satisfied with Online Banking.</li> <li><input type="checkbox"/> Not satisfied with accessibility e.g. location of branch/Post Office® counters.</li> <li><input type="checkbox"/> Transfer to another bank – better terms/rates.</li> </ul>	<p>Comments...</p> <div style="border: 1px solid black; height: 100px; width: 100%;"></div>
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## Transfer of balances – If you have money in your accounts, what would you like to do with it?

<p><input type="checkbox"/> Transfer to another account (detailed below).</p> <p>Account name</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <table style="width:100%;"> <tr> <td style="width: 50%;">Sort code</td> <td style="width: 50%;">Account number</td> </tr> <tr> <td style="height: 20px;"></td> <td style="height: 20px;"></td> </tr> </table> <p>Reference if applicable</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	Sort code	Account number			<p><input type="checkbox"/> Send me a cheque – <i>please confirm payee name and full postal address.</i></p> <p>Details</p> <div style="border: 1px solid black; height: 100px; width: 100%;"></div>
Sort code	Account number				

## Authorisation

Please ensure this form is signed in accordance with your account mandate; should you require more signatures, please attach an additional form. By signing this form you are agreeing to the closure of your account. Any outstanding charges will be applied to your account before any money is returned to you.

<p>Customer Signature</p> <div style="border: 1px solid black; height: 30px; width: 100%;"></div> <p>Date</p> <table style="width:100%;"> <tr> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> </tr> <tr> <td style="text-align: center; font-size: small;">Day</td> <td style="text-align: center; font-size: small;">Month</td> <td style="text-align: center; font-size: small;">Year</td> <td></td> </tr> </table>					Day	Month	Year		<p>Customer Signature</p> <div style="border: 1px solid black; height: 30px; width: 100%;"></div> <p>Date</p> <table style="width:100%;"> <tr> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> </tr> <tr> <td style="text-align: center; font-size: small;">Day</td> <td style="text-align: center; font-size: small;">Month</td> <td style="text-align: center; font-size: small;">Year</td> <td></td> </tr> </table>					Day	Month	Year		<p>Customer Signature</p> <div style="border: 1px solid black; height: 30px; width: 100%;"></div> <p>Date</p> <table style="width:100%;"> <tr> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> </tr> <tr> <td style="text-align: center; font-size: small;">Day</td> <td style="text-align: center; font-size: small;">Month</td> <td style="text-align: center; font-size: small;">Year</td> <td></td> </tr> </table>					Day	Month	Year	
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