

## Checking Account Closure & Transfer Form

*Once all of your checks have cleared your previous checking account, complete and mail this form to your previous institution to close your account and transfer your balance to your new Sharonview Checking Account.*

Dear Account Representative:

I am transferring my account to Sharonview Federal Credit Union. Please consider this letter as an official request to close my account with your financial institution.

Name \_\_\_\_\_ SSN \_\_\_\_\_

Checking Account # \_\_\_\_\_

**New financial institution:  
Sharonview Federal Credit Union  
P.O. Box 2070  
Fort Mill, SC 29716**

Routing #: 253075303    Checking account # \_\_\_\_\_  
*(second set of numbers on bottom of your Sharonview checks)*

I authorize the closing of my account effective on \_\_\_\_\_, and request any remaining balance and any interest earned on that date be sent to Sharonview Federal Credit Union for deposit into my account shown above.

Signature \_\_\_\_\_

Date \_\_\_\_\_