



LISTENING IS JUST THE BEGINNING.<sup>SM</sup>

***AUTHORIZATION TO CLOSE ACCOUNT***

To: \_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_  
\_\_\_\_\_

Please accept this letter as authorization to close the account(s) listed below and transfer the balance plus any accrued interest to **FNB BANK (routing number 0313 05745) for deposit to** \_\_\_\_\_'s new account number \_\_\_\_\_.

Please make the check payable to FNB Bank for credit to the new account number.

Immediately **close** and **transfer** the balances in the following account(s):

Account #                      \_\_\_ Checking    \_\_\_ Savings    \_\_\_ Money Market

Account #                      \_\_\_ Checking    \_\_\_ Savings    \_\_\_ Money Market

Account #                      \_\_\_ Checking    \_\_\_ Savings    \_\_\_ Money Market

If you have any questions regarding this matter, or if this letter is NOT sufficient enough to make this change, please contact \_\_\_\_\_, and remit all correspondence to \_\_\_\_\_.

Sincerely,

I hereby authorize the closing of this account and transfer of funds

\_\_\_\_\_  
Account Holder Signature                      Date                      Phone

\_\_\_\_\_  
Account Holder Signature                      Date                      Phone