

Account Closing Request Instructions

Before sending the Account Closing Request

1. Check with your previous bank to make sure no additional forms or information are required.
2. Inquire about any possible penalties with respect to early withdrawal before you close your account. If you have Certificate of Deposit (CD's), it is important to check the maturity dates.
3. Be sure that all automatic transactions have been switched to your Farmers Bank of Northern Missouri account before closing your old account.

After you've sent the Account Closing Request

1. Check account statements to verify that all accounts have a zero balance and have been closed.

Account Closing Request

Company Name

Address

City, State, Zip

RE: Close My Accounts

ATTN: Account Maintenance

This letter is to inform you that I am closing my account(s) at your bank. Please close the following account(s) listed below and send a check for the remaining balance(s) to my address.

If you have any questions regarding this request, please contact me by mail or call me at the phone number listed below. Thank you for your prompt assistance in this manner.

Sincerely,

Authorized Signature

Date

Account Information

Account #1

Account #2

Account #3

Name

Phone: Day Evening (circle one)

Address

City/State

Zip