

REQUEST TO CLOSE A BANK ACCOUNT

The Manager
Pan Asia Banking Corporation PLC
Select the branch

Date:

ACCOUNT NO

ACCOUNT NAME

REASON

**REMAINING BALANCE -
(IF ANY)
PAYMENT METHOD**

Account No

Account Name

Bank / Branch

I/ we hereby authorize **Pan Asia Banking Corporation PLC** to close my/ our bank account detailed above and settle any remaining balance as per the instructions provided. I/ we confirm that all liabilities and obligations related to the account will be settled upon closure.

.....
Signature
(Main Account Holder)

.....
Signature
(Joint Account Holder- I)

.....
Signature
(Joint Account Holder- II)

FOR OFFICE USE ONLY

Customer signature/s verified, and account/s is/are closed.

Input By:

Authorized By:

Date:

BRANCH USE ONLY

Identification Confirmed	Yes		No		N/A	
ATM Card Destroyed	Yes		No		N/A	
Collected Unused Cheque Leaves	Yes		No		N/A	
Stopped Unpresented Cheques	Yes		No		N/A	

CUSTOMER ACCOUNT SERVICES USE ONLY

Standing Orders Cancelled	Yes		No		N/A	
SWEEP Facility Deleted	Yes		No		N/A	
ATM Cards Deleted	Yes		No		N/A	
Internet Banking Deleted	Yes		No		N/A	
Charges & Interest Applied	Yes		No		N/A	
Funds Disbursed	Yes		No		N/A	
Current account in Credit Balance	Yes		No		N/A	
No Advances Outstanding	Yes		No		N/A	
No Letter of Guarantees Outstanding	Yes		No		N/A	
No Letter of Credit Outstanding	Yes		No		N/A	
No leases Outstanding	Yes		No		N/A	
Direct Debits Cancelled	Yes		No		N/A	

Other						
Signature verified by	 Signature and the Employee number Date					