



Account Closing Notification

To: \_\_\_\_\_  
Financial Institution Name

\_\_\_\_\_  
Address City State Zip Code

From: \_\_\_\_\_  
Name(s) on account(s)

\_\_\_\_\_  
Address City State Zip Code

\_\_\_\_\_  
Telephone Number Social Security Number

Please accept this letter as authorization to close my account(s) with your institution.  
Please close the account(s) listed below.

Account Number: \_\_\_\_\_ Checking Savings Other: \_\_\_\_\_  
Account Number: \_\_\_\_\_ Checking Savings Other: \_\_\_\_\_  
Account Number: \_\_\_\_\_ Checking Savings Other: \_\_\_\_\_  
CD Account Number: \_\_\_\_\_ Close at Maturity Close Immediately\*  
CD Account Number: \_\_\_\_\_ Close at Maturity Close Immediately\*

*\*Your previous financial institution may charge a fee for early closing of any Certificates of Deposit.*

Please transfer the proceeds of the account(s) as indicated below:

Deposit entire account to my Silver Lake Bank checking account number \_\_\_\_\_.  
Deposit \$\_\_\_\_\_ to my Silver Lake Bank savings account number \_\_\_\_\_ AND the  
remaining amount to my checking account number \_\_\_\_\_.  
Transfer by Electronic Deposit to Silver Lake Bank, routing number 101110404.  
Transfer by Mail: Send to branch address indicated below.

<b>Jayhawk Plaza</b> 201 NW HWY 24 Topeka, KS 66608 Phone: 785.232.0102 Fax: 785.232.4010	<b>Gage Branch</b> 2011 SW Gage Blvd Topeka, KS 66604 Phone: 785.272.2270 Fax: 785.272.7303	<b>Southwest Branch</b> 2100 SW Urish Rd Topeka, KS 66614 Phone: 785.290.2270 Fax: 785.290.2273	<b>Silver Lake</b> 209 Railroad Street Silver Lake, KS 66539 Phone: 785.582.4651 Fax: 785.582.4120	<b>Lawrence</b> 643 Massachusetts STE D Lawrence, KS 66044 Phone: 785.330.9901 Fax: 785.330.9905
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I authorize:

- The listed entity to close the accounts listed above.
- The transfer of those funds to my Silver Lake Bank checking and/or savings account(s) as indicated.
- Silver Lake Bank to credit deposits to my Silver Lake Bank account(s) as specified.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name