

To Whom it May Concern:

Please consider this official notice to close my account(s) with your institution.

**Please close account(s):** \_\_\_\_\_

**Effective Date:** \_\_\_\_\_

Please send remaining balance to:

**By Check:**

DuGood Federal Credit Union  
 P.O. Box 12899  
 Beaumont, Texas 77726

**Or Electronically:**

DuGood Federal Credit Union  
 Routing Number: 313186679

**Member Name:** \_\_\_\_\_

**Account Number:** \_\_\_\_\_ **Suffix:** \_\_\_\_\_

I understand all checks, automatic debits and other transactions need to clear before closing my account(s). I have already made arrangement to switch any automatic debits and automatic deposits.

If you have any questions about this request, please contact me.

Primary Owner Name			
Street Address			
City	State	Zip	
Daytime Phone			
Joint Owner Name (if applicable)			
Street Address			
City	State	Zip	
Daytime Phone			
<b>X</b>		<b>X</b>	
Primary Signature	Date	Joint Signature	Date