



Authority to Close Account

To close your account at another Financial Institution

Date: _____

Your Contact Number: _____

Email: _____

To the Manager,

Name of Financial Institution: _____

Address of Financial Institution: _____

_____ State: _____ Post Code: _____

I/We authorise and direct you to close my/our account described below and pay the account balance by electronic direct credit, less any charges, to Auswide Bank a division of MyState Bank Limited (ABN 89 067 729 195).

Account Holder Name/s: _____

BSB: _____ Account No: _____

Please electronically transfer the account balance to Auswide Bank:

Account Holder Name/s: _____

BSB: _____ XREF Account No: _____

Contact Person: _____ Phone: _____

Note: Please ensure that all transfer details are correct. Customers should note that the account name does not form part of the payment instructions and that the name will be disregarded in making the payment and that Auswide Bank, a division of MyState Bank and the receiving party's financial institution may rely solely on the BSB and account number. Any error in these payment details may result in a loss of funds and the extent permitted by law. Auswide Bank, a division of MyState Bank is not liable for any loss arising from any error in instructions given by you or an authorised user. Customers may be liable for the loss if the funds are unable to be retrieved from a third party. Dishonour and rejection fees may apply. For further information refer to our disclosure documentation.

We wish to operate on the Auswide Bank account as soon as possible and request you to expedite the transfer without further discussion. Thank you for your assistance.

Full Name: _____

Full Name: _____

Date signed: _____

Date signed: _____

Signature: _____

Signature: _____

_____ 

_____ 

This should be signed by all signatories on your existing account with the other financial institution. Some financial institutions will require return of debit cards/unused cheque leaves prior to closing your account.

Branch Use Only

This letter is to be copied and retained by Auswide Bank branch requesting closure.