

Date: \_\_\_\_\_

Name: \_\_\_\_\_

TRN: \_\_\_\_\_ BPM Account No.: \_\_\_\_\_

Address: \_\_\_\_\_

Tel: (W) \_\_\_\_\_ (H) \_\_\_\_\_ (C) \_\_\_\_\_

E-mail: \_\_\_\_\_

## CLOSURE INSTRUCTIONS

This serves as a formal request to close the account stated above. Please find all details for the recipient bank account below:

### LODGEMENT INFORMATION (If Applicable)

#### ☐ ONLINE WIRE TRANSFER

Bank Name: \_\_\_\_\_

Name on Bank Account: \_\_\_\_\_

Bank Branch: \_\_\_\_\_

Address on Bank Account: \_\_\_\_\_

Bank Address: \_\_\_\_\_

Bank Routing/Transit No.: \_\_\_\_\_

Bank Account Number: \_\_\_\_\_

Bank Swift Code.: \_\_\_\_\_

Account Type: ☐ Savings ☐ Chequing

IBAN Number: \_\_\_\_\_

#### ☐ CROSSED CHEQUE | Is the recipient a Third-Party? ☐ YES ☐ NO

Please make cheque payable to: \_\_\_\_\_

Recipient Address: \_\_\_\_\_

Special Instructions: .....

**IMPORTANT: Wire Transfers May Require Additional Information.** Please note that when processing transfers, our banking partners or intermediaries may request additional information from us to complete the transaction.

By signing below, I confirm that the information provided in this form is true, accurate and complete to the best of my knowledge. I also acknowledge and understand that additional documentation or information may be requested by banking partners or intermediaries to facilitate this transaction, and I agree to provide any such material or information promptly upon request to avoid processing delays.

Account Holder's Name

Account Holder's Signature

FOR INTERNAL USE	Cheque No.	Wire Transfer Ref No.
	Client's file checked against information provided by:	Date:

Kindly note that account closures are subject to a fee of **JM\$2,500.00** for JMD accounts and **US\$24.50** for USD accounts. Account closures within 90 days of opening the account are subject to a fee of **JM\$1,500.00** plus **JM\$2,000.00** closure fee for JMD accounts and **US\$15.00** plus **US\$24.00** closure fee for USD accounts. To facilitate wire transfers, there is a fee of **JM\$600.00** for JMD accounts and **US\$50.00** for USD accounts. We require 3 to 5 working days to process all transactions. NB: Fees are subject to change. Clients will be notified of any changes. All clients' **JMD cheques \$250,000.00 and over**; and all clients' **USD cheques US\$1,500.00 and over** will be crossed.