



CommunityBank
OF LOUISIANA™

Bank Name _____

Attention _____

Address _____

City, State, ZIP _____

To Whom It May Concern:

I have transferred my account(s) to Community Bank of Louisiana. Please consider this letter as an official request to close my account(s) with you.

Please forward all remaining funds on deposit to:

**Community Bank of Louisiana
P. O. Box 1308
Mansfield, LA 71052**

Please advise Community Bank of Louisiana to deposit the funds to my account number

_____.

I understand that I will need to wait until all checks and automatic withdrawals have cleared before I can close my account(s). I have already arranged to switch my automatic withdrawals and payroll deposits to my new account(s) with Community Bank of Louisiana.

My account information is listed below:

Name on Account _____

Account Number _____

Name on Account _____

Account Number _____

Name on Account _____

Account Number _____

Name on Account _____

Account Number _____

Your assistance in this matter is appreciated.

Sincerely,

Print Name _____

Social Security Number _____

Signature _____

Date _____