Great Southern Bank
A business name of Credit Union Australia Ltd
ABN 44 087 650 959 **AFSL** and Australian credit licence 238317
GPO Box 100, Brisbane QLD 4001 **P** 133 282 **W** greatsouthernbank.com.au

Business Account / Membership Closure

USE THIS FORM TO: Close Great Southern Bank accounts / memberships in the name of a business / organisation.

1 BUSINESS ACCOUNT DETAILS

Customer number | Full name of the business / organisation | ABN / ACN

Address | Suburb | State (SELECT) | Postcode

2 ACTION REQUIRED

☐ Please close all accounts, resign the membership (if any) and customer records held in the name of the above business / organisation

☐ Please close account/s listed below

Account number: | Account number:

Account type: | Account type:

Account number: | Account number:

Account type: | Account type:

Note: If any of these accounts is a Term Deposit, a penalty may apply for an early release. (refer to Great Southern Bank's Terms and Conditions). Any associated PayIDs will be deregistered.

3 INSTRUCTIONS

☐ **I confirm that I have withdrawn or transferred all funds from each account and reduced the balance of each account to $0.**

Please forward remaining funds, including accrued interest, by:

☐ Transferring funds to the following account**

BSB: | Account Number:

Account Name: | Institution name:

If the balance of the funds exceeds $100,000 or more, and is being transferred to another Financial Institution, a Domestic Transfer Request form is required to be completed.

Please allow up to 5 working days for the funds to be credited to your account at the other financial institution.
**Great Southern Bank do not accept liability for any loss incurred due to incorrect or incomplete information being provided in this instruction.

4 ACKNOWLEDGEMENTS AND CONSENTS

I / we confirm that all Visa Debit cards currently held by the current authorised signatories to the accounts have been destroyed or returned to Great Southern Bank.

I / we authorise Great Southern Bank to close the Great Southern Bank Accounts detailed above. All current signatories on these accounts must complete and sign this Acknowledgment and Declaration.

Name: | Customer number:

Signature: | Date:

4 ACKNOWLEDGEMENTS AND CONSENTS (Continued)

Name:		Customer number:	
Signature:		Date:	
Name:		Customer number:	
Signature:		Date:	
Name:		Customer number:	
Signature:		Date:	
Name:		Customer number:	
Signature:		Date:	

Once you have completed this form:



Send it via secure message in Online Banking



Drop it into a branch

1. **Change any direct debit arrangements.** If any direct debits have been set up on an account that is being closed alternative payment arrangement will need to be made. Please contact each relevant merchant to make these changes.
2. **Cancel any direct debits.** If there is a current arrangement with a third party to debit an account directly, please contact the organisation to cancel the debit. Any overdrawn amount resulting from direct debits being processed will need to be repaid before account closure can be finalised.
3. **Return or destroy all Visa Debit Cards.** The business / organisation is liable for any outstanding transactions that have not been debited to these account/s at the time the account is closed. Accounts with a Visa Debit Card attached will not be closed for a period of not less than three days from receipt at a Great Southern Bank hub office.

We're here to help

If you need assistance completing this form, call us on **133 282** or drop into your local branch.

OFFICE USE ONLY

Signatures verified:
☐ Yes ☐ No Date:

Scan documents to Global Viewpoint:
☐ Yes ☐ No Date:

For closed accounts:
Relationships inactivated:
☐ Yes ☐ No Date:

For resignations:
Forward request to Banking Operations for processing.

Processed by:

Staff Initial	Staff ID	Date

Staff Initial	Staff ID	Date