



Account Closure Request

Business Banking Customers only

Please fill in the form using BLOCK CAPITALS and black ink. Tick any boxes which apply.

An illegible or incorrectly completed form is likely to lead to delays. Section 4 must be completed in accordance with signing instructions on the account (with the exception of Limited Companies for which all directors are required to sign).

Closure will be actioned within 5 working days of receipt of this form subject to all information being correct and security checks (if required). All debit balances on the account(s) must be repaid before closure.

1 Your details

Business name
[Grid for name entry]

Current Business/Trading Address
[Grid for address entry]
Postcode

Account numbers – please detail all accounts that you would like to close

Sort code [Grid] Account number [Grid]
[Grid] [Grid]
[Grid] [Grid]
[Grid] [Grid]
[Grid] [Grid]
[Grid] [Grid]

2 Movement of credit balances

Transfer to another account (if transfers to more than one account are required, please complete the transfers via online, mobile or telephone banking before submitting the closure request)

Send me a cheque (cheque will be sent out in business name)

Account Name [Text box]

Sort code [Grid] Account number [Grid]

3 Reason for closure

My business has closed Account charges
 I wasn't satisfied with the customer service

Other [Text box]

4 Your authorisation

I authorise the closure of the accounts detailed in section 1 and the movement of credit balance(s) requested in section 2 (if appropriate)

Name in full [Text box]

Signature [Text box]

Date [DD MM YYYY Grid]

Name in full [Text box]

Signature [Text box]

Date [DD MM YYYY Grid]

Name in full [Text box]

Signature [Text box]

Date [DD MM YYYY Grid]

Name in full [Text box]

Signature [Text box]

Date [DD MM YYYY Grid]

Closure request to be faxed to **0844 800 9988** (please make sure the correct number is input to ensure data is received by Santander) or sent via post to Santander Business Banking, Bridle Road, Bootle, L30 4GB.