



MEMBER/CUSTOMER ACCOUNT INFORMATION **DATE:** _____

NAME: _____ VMBS ACCOUNT NO: _____
 ADDRESS: _____ TELEPHONE NUMBER: _____
 _____ EMAIL ADDRESS: _____

WITHDRAWAL INSTRUCTIONS COPY PASSBOOK or CERTIFICATE ENCLOSED

Please close my JMD GBP£ USD CAD account and refer to payment instructions below.

Purpose / Reason closure _____

PAYMENT INSTRUCTIONS – DIRECT TO UK BANK JAS WIRE TO JAMAICAN BANK FX WIRE TO JAMAICAN BANK WIRE TRANSFER TO OVERSEAS BANK

Beneficiary Name _____ Bank Name _____
 Beneficiary Address _____ Bank Address _____

 Beneficiary Account Number _____ Sort Code/Swift Code _____
 /Routing Number/Transit No. _____
 Additional Instructions: _____

PAYMENT INSTRUCTIONS – TRANSFER TO VMBS ACCOUNT NEW ACCOUNT GBP CHEQUE JAS CHEQUE US\$ CHEQUE CAD\$ CHEQUE

- Please transfer the account balance to **VMBS account number** _____
- Please open a **NEW** JMD GBP£ USD CAD **Account** in the following names: _____

- Make crossed cheque payable to _____
 and Collect cheque (in branch) Mail cheque to Send via courier at my expense: _____
VMBS Branch/Recipient Name & Address

MEMBER/CUSTOMER APPROVAL COPY IDENTIFICATION CERTIFIED BY NOTARY PUBLIC/VMBS REP ENCLOSED

I understand that **a)** any cheque that is not collected within one calendar month will be cancelled and the amount credited to my account; **b)** my account will be debited with any processing and handling charges associated with my request from my account number above; **c)** the effective date of the transaction and the foreign exchange rate used (where applicable) will depend on when this form is received by VMBS in Jamaica and the nature of the request. I/We acknowledge that wire transfers are subject to cross border regulatory requirements and may be subject to international sanctions and or require the provision of additional information in order to meet regulatory requirement to complete the transaction. I/We acknowledge that the funds may be retained or returned, and may be subject to exchange fluctuation risks which is beyond the control of the Society. I/We further acknowledge that the transaction will be conducted through correspondent bankers and agents and therefore the Society will not be responsible whatsoever for the transmission of the instructions by the correspondent bankers and agents.

Signature(s):	Identification type & Number(s):
1) _____	_____
2) _____	_____

Signature, stamp or seal of VMBS Rep / Notary Public

Signature, stamp or seal of VMBS Rep / Notary Public

FOR INTERNAL BANK USE ONLY **Account Closing Balance:** _____ **CIF No.** _____

Account Type	Account Status	Account Mandate	Maturity Details	Collateral /Hold/ Caution	ID validated - state expiry date	Processing Fees	
Approved By: _____		Cheque No. _____	Cheque received by: _____		Date: _____		



Date	The date on which the form is completed.
Name	The name of the account holder completing the form.
Address	The current residential address of the account holder completing the form.
Account Number	The account number from which the transaction should be processed.
Telephone Number	The current preferred telephone number of the account holder completing the form.
Email Address	The current email address of the account holder completing the form.
Withdrawal Instructions	Tick the currency of the account in the space provided.
Purpose	The account holder must note the reason for the closure in the space provided.
Payment Instructions	<p>Direct to UK Bank Account - provide the details of the UK bank account to which withdrawal should be sent or</p> <p>JA\$ Wire to Jamaican Bank - provide the details of the Jamaican bank account to which Jamaican dollar withdrawal should be sent or</p> <p>FX Wire to Jamaican Bank - provide the wire transfer details of the Jamaican bank account to which foreign currency withdrawal should be sent or</p> <p>Wire Transfer- provide the details of the overseas bank account to which foreign currency withdrawal should be sent or</p> <p>Transfer to VMBS Account - indicate the existing VMBS account number and account holders name to which the withdrawal amount should be transferred or</p> <p>Transfer to New Account - indicate the currency and the account holder(s) name(s) in which the new account should be opened</p> <p>Issue Cheque - indicate the currency, payee name, VMBS branch at which cheque should be collected, indicate the name and address of the person who should collect the cheque or address to which cheque should be mailed.</p>
Additional Instructions	Indicate any additional information including Intermediary Bank information.
Passbook or Certificate	A certified copy of the account passbook or certificate must be sent along with the completed Close Account Request Form.
Valid Identification	A certified copy of your valid passport/driver's licence/state identification card/ citizenship card must be sent along with the completed Close Account Request Form.
Signature	The account holder(s) must sign the Close Account Request Form in accordance with the Mandate of Payment on the account (Sole Owner, Any One or Survivor, Any Two or Survivor).
Signature Checked By	The signature(s) of the account holder(s) must be witnessed by either: <ul style="list-style-type: none">✓ A Representative at a VMBS Overseas Representative Office✓ A Solicitor/Attorney-at-Law✓ A Notary Public✓ A Bank Manager