

All information is required unless stated.

## 1 Your details

Name ▶ *As in NRIC / Passport*

NRIC or Passport no.



## 2 Account closure

I/ we authorise you to close my/ our deposit/ Easicredit<sup>1</sup> account<sup>2</sup>  with immediate effect ("Date of Closure")<sup>3</sup>.

<sup>1</sup> For Easicredit accounts, please ensure that your GIRO arrangement linked to the account is cancelled and account does not have any debit/credit balances before requesting for account closure.

<sup>2</sup> You can only close 1 account per form. Please complete another form if you are closing more than 1 account.

<sup>3</sup> The Date of Closure will be the date on which this instruction is received by the Bank.

## 3 Mode of refund

Please refund the sums owing to me/ us from the above stated account, if any, as per my/ our selection<sup>4</sup> below (please tick one):

Transfer to my/ our OCBC personal account number

Send a Cashier's Order<sup>5</sup> to my/ our account mailing address by normal post

Send a Cashier's Order<sup>5</sup> to my/ our account mailing address by registered post<sup>6</sup>

Pay me/ us in cash/ Cashier's Order<sup>5</sup> (only applicable for account closures performed at the branch)

<sup>4</sup> Please visit an OCBC Bank branch if you want us to refund you in other ways (e.g. Telegraphic Transfer, Demand Draft).

<sup>5</sup> A Cashier's Order will only be issued if your credit balance is more than S\$5. For credit balances less than S\$5, please withdraw at any OCBC Bank branch or via OCBC Online Banking.

<sup>6</sup> The prevailing cost for local registered post will be deducted from the account prior to closure. If the postal address is outside Singapore, registered postage charges based on prevailing rates will apply. If there are insufficient funds, the Cashier's Order will be sent by normal post.

## 4 Your declaration and agreement

By signing on this form, I/ we agree to the following:

- Unless specified, the sums owing to me/ us will be sent via a cashier's order to my/ our account mailing address by normal post.
- I/ we will indemnify the Bank against all costs (including legal costs on a full indemnity basis), expenses, claims, damages, liabilities, demands, actions, proceedings and losses which may be incurred or suffered by the Bank in relation to or arising out of acceding to my/ our request as aforesaid.
- Once closed, the account cannot be used for any further transaction, whether at the self service banking facilities (e.g. ATM, Phone Banking, Internet Banking, Passbook Update, etc) or otherwise and any GIRO arrangements/ cheques presented for clearing will be returned notwithstanding that it is dated before the date of closure.
- I/ we will destroy my/ our ATM/ Debit card if the only account linked to it, is the account to be closed
- I/ we will destroy my/ our Savings Passbook (if applicable) if it belongs to the account to be closed.
- Upon the closure of my/ our SmartSenior account (if applicable), my/ our SmartSenior Debit Card which is linked to my/ our SmartSenior account will automatically be terminated. I/ we will destroy my/ our SmartSenior Debit Card and will not to use the SmartSenior Debit Card or the PIN of the SmartSenior Debit Card with immediate effect.
- For EasiCredit account: I/ we hereby instruct you to terminate my/ our Cash-On-Instalments/ Instalment Payment Plan on my/ our EasiCredit account mentioned above with immediate effect from the Date of Closure. I/ we agree to pay an administrative fee of S\$100 (or such other amount as you may impose) for each Cash-On-Instalments/ Instalment Payment Plan termination request. Any usage during the account closure processing time, including but not limited to GIRO transactions, will result in the account remaining open and not be closed. Please ensure that all electronic instructions linked to your EasiCredit account are terminated prior to the submission of this closure form.
- If my/our mobile number/NRIC number is linked to my/our account for the PayNow services, upon the closure of my/our account, my/our mobile number/NRIC number will be de-linked from my/our account with effect from the Date of Closure (the "Delink") and I/we acknowledge and am/are aware that, upon the Delink, the PayNow services will no longer be made available to me/us and any money received via PayNow will no longer be deposited into my/our account.

Signature/ thumbprint of Account Holder<sup>#</sup>

Date

Signature/ thumbprint of Account Holder<sup>#</sup>

Date

# For joint accounts, please sign in accordance with the mandate in effect of the account(s). For affixing of thumbprint, please visit any OCBC Bank branch

For OCBC Bank's use

Branch/ BU Use

Processed By/ Date	Verified/ Authorised By/ Date	Department Name	Remarks

**5** What to do next?



**Submission checklist. Have you**

- Filled in all fields?
- Signed against any alterations?
- Signed section 4?

Postage will be paid by addressee. For posting in Singapore only.

BUSINESS REPLY SERVICE  
PERMIT NO 08066



**OVERSEA-CHINESE BANKING CORPORATION LIMITED**  
ACCOUNT SERVICES  
BRAS BASAH POST OFFICE  
LOCKED BAG SERVICE NO. 8  
SINGAPORE 911886