Close an account



Fill in this form if you're a Business Banking customer

Please fill in the form using block capitals and black ink. Tick any boxes which apply.

Fill in this form, then send it back to us. If the account balance is over £5,000 you need to provide us with proof of ID. If more than one person signs on the account, you need to provide us with ID for each. For the proof we need, please see our Application Checklist. This can be found under the Help and guides section on www.santander. co.uk/business/support/customer-support/useful-documents.

We are unable to close the account if it is not in credit, or the details you've given don't match our records. You'll need to pay off any overdraft or charges on the account. If everything is correct, we'll close the account or accounts within 5 working days and send you confirmation of this.

Business name	Account details		
	Sort code Account number		
Business or trading address			
Postcode			
2 Tell us where to move the balance or balances to			
Please tell us which account to send any money in the account or acco	ounts to by providing account details below. If transfers to more than		
one account are required, please complete the transfers via Online, Mo			
Name on account	Sort code Account number		
3 Tell us why you're closing			
	Other		
Your business has closed	Other		
You're not happy with your product or service			
You're unhappy with the account charges			
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	Name in full		
Signature	Signature		
Date D D M M Y Y Y Y	Date D D M M Y Y Y Y		
Name in full	Name in full		
Signature	Signature		
Date	Date D D M M Y Y Y Y		
Please return this form by post to Santander Bus	siness Banking Operations, Sunderland, SR43 4FW.		