QNB

Account Closure Form

Customer Use

Branch Name _____ Date `D D M M Y Y Y Y`

Customer Name _____

Account Number `☐☐☐☐☐☐☐☐☐☐☐☐☐`

A/c.Balance `☐☐☐☐☐☐☐`

The balance as at `D D M M Y Y Y Y`

Transfer To

A/c.Name _____

A/c.Number `☐☐☐☐☐☐☐☐☐☐☐☐☐`

Reason For Closing the Account / أسباب إغلاق الحساب

☐ Leaving the Country for good	مغادرة البلاد نهائياً	☐
☐ Poor Customer Service	ضعف خدمة العملاء	☐
☐ High Service Charges	ارتفاع مصاريف الخدمات	☐
☐ Change of Sponsorship	تغير الكفيل	☐
☐ Competitor's Attractive Package	مزايا مغرية ومنافسة من البنوك الأخرى	☐
☐ Other reason (please specify)	أسباب أخرى (برجاء التوضيح)	☐

Please close the above account number

I wish the interest accrued on the account to be   الفائدة المُستحقة للحساب، أرغب أن

Paid to me   ☐   تُدفع لي

Retained by QNB   ☐   يحتفظ بها البنك

Customer signature _____

Date `D D M M Y Y Y Y`

BCO Use

Action Taken

Cleared Account Balance   Yes ☐   No ☐   N/A ☐

Cleared Account Interest   Yes ☐   No ☐   N/A ☐

Processed

Entered		Checked	
Initials	Date	Initials	Date

For Bank Use Only

CLA

Debit Transaction Code `☐☐☐`

Credit Transaction Code `☐☐☐`

Interest

CLA

Interest Amt `☐☐☐☐☐☐☐`

A/C Name: Funding Account

A/C Number `☐☐☐☐☐☐☐☐☐☐☐☐☐`

Debit Transaction Code `☐☐☐`

Credit Transaction Code `☐☐☐`

Checklist for Action

	Yes	No	N/A
*Recovered unused cheques	☐	☐	☐
*ATM card received	☐	☐	☐
*Credit cards received	☐	☐	☐
** Loans cleared	☐	☐	☐
*Guarantees revoked	☐	☐	☐
*Screen print of any cancellations	☐	☐	☐
*Holds for penalty settled	☐	☐	☐
*Standing Order cancelled	☐	☐	☐
*Balance Order cancelled	☐	☐	☐
*Stop Order cancelled	☐	☐	☐

**If Yes, local bank's undertaking letter / guarantor is obtained.

*Remarks (If any) _____

Account to be closed for internal and operational reasons

Recommended by _____

Approved by _____

Prepared		Checked	
Initials	Date	Initials	Date