

[Your Full Name]
[Current Address]
[Phone Number]
[Email Address]

[Date]

[Trustee or Bank Name]
[Trust Department Address]
[City, State, Zip Code]

RE: Notice of Trust Account Closure - Account Number: [Account Number]

Dear [Name of Trustee or Account Manager],

I am writing to formally request the closure of the above-referenced trust account, [Trust Name], effective [Date]. This request is being made due to my permanent international relocation to [Country Name].

Please liquidate any remaining assets held within this account and issue the final balance, including all accrued interest, via the following method:

- Wire transfer to my new international bank account (Instructions attached)
- Check mailed to my new international address (Listed below)
- Transfer to my existing domestic account at [Bank Name] (Account: [Number])

My New International Contact Information:

Address: [New Street Address, City, Region, Postal Code, Country]
Phone: [New Phone Number]

Please provide a final closing statement and any necessary tax documentation for the current year to my new address. I would appreciate a written confirmation once the closure process is complete.

Thank you for your assistance with this matter. Please contact me if you require any further documentation or signatures.

Sincerely,

[Signature]

[Printed Name]