

[Your Name]
[Your Address]
[Your City, State, Zip Code]
[Your Email]
[Your Phone Number]

[Date]

[Name of Financial Institution/Company]
[Department Name]
[Address]
[City, State, Zip Code]

Subject: Notice of Non-Acceptance of New Terms and Account Closure

To Customer Service Department,

I am writing to formally notify you that I do not accept the new terms and conditions regarding my account, [Account Number], following the recent acquisition of [Original Company Name] by [Acquiring Company Name].

As per my right to decline these modified terms, I request that you close my account effective immediately. Please ensure that no further fees or charges are applied to this account from the date of this letter.

Regarding any remaining balance on the account, please [choose one: issue a check to my address on file / transfer the funds to the following account: [Bank Name, Routing Number, Account Number]].

Please provide written confirmation once the account has been officially closed and the final balance has been settled.

Sincerely,

[Your Signature]

[Your Printed Name]