

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

[Bank Name]
[Bank Address]
[City, State, Zip Code]

Subject: Formal Request to Close Checking Account Due to Fraud

To Whom It May Concern,

I am writing to formally request the immediate closure of my checking account due to suspected fraudulent activity.

Account Details:

Account Holder Name: [Your Full Name]
Account Number: [Your Account Number]

I have identified unauthorized transactions on this account and believe the account security has been compromised. Please stop all pending transactions and deactivate any associated debit cards or checks immediately.

I request that any remaining balance be sent to me via a certified check to my mailing address listed above. Please provide a final written confirmation once the account has been officially closed and the fraud investigation is initiated.

Please contact me immediately if there are further steps required to finalize this request.

Sincerely,

[Your Signature]

[Your Printed Name]