

Cancellation tied to closing the bank account

Subject: Standing Order Cancellation Due to Account Closure

Dear [Bank Name/Branch Manager],

Please cancel the standing order linked to my account listed below as I will be closing the account:

- Account Name: [Your Name]
- Account Number: [Your Account Number]
- Standing Order Reference: [Reference Number]

I request that all future payments under this standing order cease immediately and confirm the cancellation before my account closure date of [Date].

Thank you for your cooperation.

Sincerely,

[Your Name]

[Contact Information]

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