



ISLWYN COMMUNITY CREDIT UNION

APPLICATION FOR SHARE WITHDRAWAL BY CHEQUE

Name:..... Membership No:.....

My present Savings balance is £..... My present Loan balance is £.....

Please issue me a cheque for £..... and debit my account accordingly.

Signature:..... Date:..... Tele No:.....

Please note if you are withdrawing ALL of your savings, your Credit Union account will be closed and membership terminated. Please sign below to confirm closure of your account.

.....

*** NOTE: Share withdrawals normally take ONE WEEK to process**

FOR OFFICE USE ONLY

SHARE WITHDRAWAL NUMBER:.....

COLLECTION POINT

Loan alternative discussed:

Will be cashed at Post Office: Yes/No

Member collecting in person or Authorisation taken:

Put on Treasury list and fixed to paperwork:

COLLECTION POINT – COLLECTOR

Check authority to collect:

Check signature on EV:

Update member’s book:

Check to member (with FAD):

Put on Treasury list:

TREASURY TEAM

Share balance:

Loan Balance:

Shares available:

Check member’s signature:

Cheque No:.....

Date of Cheque:.....

Treasurer’s signature:.....

Enter on S/W register & No S/W form

Cheque & EV ready for collection:

TREASURY TEAM – INPUT

Enter S/W to Curtains:

File S/W and authority (if any):

File Expenditure Voucher: