

Your First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Your Street Address \_\_\_\_\_

City \_\_\_\_\_, ST \_\_\_\_\_, ZIP Code \_\_\_\_\_

Date: //

Name of Financial Institution \_\_\_\_\_

Address of Financial Institution

City \_\_\_\_\_, ST \_\_\_\_\_, ZIP Code \_\_\_\_\_

Dear Financial Institution,

The purpose of this letter is to request the closing of the financial account(s) for the late Name of Deceased  
\_\_\_\_\_. To begin this process, I'm providing you with a copy of the death certificate and  
other details about the deceased:

Name of Deceased \_\_\_\_\_

Date of Birth: //

Date of Death: //

Social Security Number: --

Most Recent Address:

Street Address \_\_\_\_\_

City \_\_\_\_\_, ST \_\_\_\_\_, ZIP Code \_\_\_\_\_

If you need more information to complete my request, please don't hesitate to contact me at  
phone number. --

email address. \_\_\_\_\_

the address listed at the top of this letter.

Sincerely,

Your Name \_\_\_\_\_

Relationship to Deceased Spouse, etc. \_\_\_\_\_



**Prudential**