REQUEST FOR STATEMENT OF ACCOUNT

BRANCH: ☐ **MANDEVILLE** ……..

☐ **CHRISTIANA** ……...

……

…… 20…….

The Manager
Manchester Co-operative Credit Union
(1977) Limited, 2 Main Street
Mandeville, Manchester

Dear Sir/Madam:

Re: Account #……in the name of ……...
(member's name)

I, the undersigned, hereby authorize and instruct you to forward the following information in respect of the captioned account to:-

……
(name and address of Institution or Individual; In the case of an Embassy the name only)

Purpose: { } Bank Statement { } Credit Reference { } Membership Letter

Account Information

( ) Date Opened ( ) Share Balance ( ) Sure Gain Balance
( ) Other……..
(indicate here, whether authorizee is to be included; bank document attached; any other accounts etc)

Loan Information

( )	Amount Loaned	( )	Balance outstanding	( )	Monthly Loan Repayment
( )	Date of Loan	( )	Term of Loan	( )	Arrears, if any

This statement may be collected by myself or…….
(Print name of person collecting other than a/c holder)

…… …….
Account Holder's/Authorizee's Signature *Contact #*

Statement collected by_____ on _____
(Signature of person collecting statement) *(date)*

(i) A valid picture ID and payment voucher should be presented when collecting each statement.
(ii) Statements are ready for collection on the following business day, with the exception of statements for the Courts.