



Non-IRA Certificate Early Withdrawal and Closure Request

Complete this form in its entirety for early withdrawal or termination of a **non-IRA Certificate**.

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Choose one of the following transaction options

<input type="checkbox"/> Close this certificate Mail check to the address on record	<input type="checkbox"/> Close this certificate Transfer the total balance to the following NIHFCU
<input type="checkbox"/> Withdraw from this certificate Mail check in the amount of \$ _____ to the address on record	<input type="checkbox"/> Withdraw from this certificate
Note: The minimum certificate balance amount must be maintained to keep the certificate open.	

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Please note:

- This form **MUST** be signed and completed in its entirety in order for this request to be fulfilled.
- NIHFCU may complete a verification (call back) process before completing the transaction.
- If you choose a funds transfer option, we suggest that you do not conduct transactions on the receiving account until confirming that the transfer was completed.
- For all IRA Certificates**, please call 301-296-0160 or email IRAteam@nihfcu.org for alternative instructions.
- Prevailing NIHFCU and/or other penalties imposed by third parties such as IRA tax penalties may apply.

Please use one of the following options to request early withdrawal or closure of your Non-IRA certificate:

- By Mail:** NIH Federal Credit Union – Member Support Center, PO Box 6475, Rockville, MD 20849-5475
- By Fax:** Send the completed form to 301.770.5372 (Attention: Member Support Center)
- By Email:** Visit NIHFCU.org and click “contact” to “send us a secure message”
- In person:** Stop by any NIHFCU Branch

For additional support, please contact our National Call Center at 800.877.6440 or (TDD/TTY) 301.881.5822

FOR NIHFCU internal use only: Date: _____

ID Type: _____ ID Number: _____ Exp. Date: _____

NIHFCU Employee Name: _____ NIHFCU Employee Signature: _____