Non-IRA Certificate
Early Withdrawal and Closure Request

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

Choose <u>one</u> of the following transaction options

[ ] Close this certificate Mail check to the address on record	**[ ] Close this certificate** Transfer the total balance to the following NIHFCU
[ ] Withdraw from this certificate Mail check in the amount of $_____ to the address on record	**[ ] Withdraw from this certificate**
Note: The minimum certificate balance amount must be maintained to keep the certificate open.	

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