



# Request to Close Membership Account

Membership Number: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

\_\_\_\_\_  
Telephone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Reason for closing account: \_\_\_\_\_

*Please check one of the following:*

Donate member capital account to Co-op and close my account

Withdraw my entire member capital and close my account.

A refund of member capital is not automatic, is subject to approval by the Board of Directors at their regular meetings, is based upon a business decision, and the availability of funds. (§2.3 Bylaws of the Greenbelt Consumer Cooperative, Inc.)

Address where check (if applicable) is to be mailed:

Address: \_\_\_\_\_

\_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

***I have read the statement below concerning the timing of my withdrawal. \_\_\_\_\_ (please initial)***

You may drop this form at the Customer Service office or mail it to the Greenbelt Co-op Membership Department. In the case of a membership withdrawal for deceased account holders, we require a death certificate and will make the check payable to the estate of the deceased account holder.

Greenbelt Co-op Supermarket & Pharmacy  
Membership Department  
121 Centerway  
Greenbelt, Maryland 20770

301-474-0522  
membership@greenbelt.coop

**Statement:** Patronage refunds are determined by the Board of Directors each year and are made on the basis of the member's purchases during the previous fiscal year. Our Co-op's fiscal year ends July 31. If you withdraw your membership before a record has been made of your purchases in that fiscal year, you will not receive any patronage refund. Further, if you withdraw your membership before the Board has finalized the patronage refund process, usually early in December, you will not receive any patronage refund. Interest is paid on member capital accounts once a year. The interest is paid in January on all monies on record as of December 31<sup>st</sup> the previous year. If you withdraw your member capital account before that time, no interest will be paid to your account.