

Date: .....

From:.....

Address: .....

.....

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**To:** Empire Trade US  
Suite 102, 500 South Palm Canyon  
Palm Springs CA 92262

Attention Membership Accounts Officer

**Re Account Name:** .....

**Empire Trade Account number** .....

As the authorized signatory on the above account with Empire Trade I advise that I wish to close this account effective from the date of this notice.

- ☐ I have enclosed any unused cheque slips.
- ☐ I have enclosed my membership card.

**Accounts with a debit cash or trade balance**

- ☐ I understand that all outstanding fees and account balance must be settled prior to the closing of this account and have enclosed my cheques/cheques accordingly.

**Accounts with a credit trade balance**

- ☐ Please forward Gift Certificates Cheques by Registered mail for the credit balance. I agree to pay \$5 cash to cover the cost of registered post prior to the Gift Certificates being dispatched.
- ☐ Please forward Gift Certificates Cheques by regular mail for the credit balance. I do not wish to pay the \$5 charge for registered mail and accept that Empire Trade will not take responsibility should the Gift Certificate Cheques be lost in the mail and not delivered.
- ☐ Payment for transaction fees on Gift Certificate Cheques, plus registered mail fee (if this option is selected), accompanies this notice. I understand full payment must be received before the Gift Certificate Cheques are mailed.

Signed: .....

Name of Signatory: .....

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Office use only

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Regional Agent authorisation

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Dated