

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

[Recipient's Name]  
[TD Bank]  
[Branch Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to formally request the approval of my application for [specific loan type, account, or service] submitted on [submission date]. I believe this application aligns with my financial goals and the products offered by TD Bank.

I have taken the time to review all the requirements and conditions, and I am confident that I meet them. My financial history is solid, and I have included all necessary documentation to facilitate the approval process.

Please let me know if there are any further steps I need to take or additional information required. I am looking forward to your positive response to my application.

Thank you for your attention to this matter.

Sincerely,  
[Your Name]