

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

TD Bank

[Bank's Address]
[City, State, Zip Code]

Subject: Request for Bank Statement

Dear [Bank Manager's Name or Customer Service],
I hope this message finds you well. I am writing to formally request a
copy of my bank statement for my account with TD Bank.

Account Number: [Your Account Number]

Statement Period: [Specify the Dates for the Statement]

Please send the statement to my email address at [Your Email Address] or
to my mailing address listed above. If you require any further
information or verification to process this request, feel free to contact
me at [Your Phone Number].

Thank you for your prompt attention to this matter. I look forward to
your timely response.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]