

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

Customer Service

TD Bank

[Branch Address]
[City, State, ZIP Code]

Subject: Request for Account Closure

Dear TD Bank Customer Service,

I hope this letter finds you well. I am writing to formally request the closure of my TD Bank account, which is associated with the following details:

- Account Holder Name: [Your Name]
- Account Number: [Your Account Number]
- Type of Account: [Checking/Savings/Other]

Please process this request as soon as possible. I also kindly ask for a confirmation of the account closure once it has been completed. If there are any remaining balances or final transactions necessary, please let me know how to proceed.

Thank you for your assistance in this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]