

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

Customer Service

TD Bank

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

Subject: Request for Account Cancellation

Dear TD Bank Customer Service,

I am writing to formally request the cancellation of my TD Bank account.

Below are the details of my account:

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

Please process the cancellation of my account effective immediately. I kindly ask that you confirm the closure of my account in writing and also provide details regarding any remaining balance or final transactions.

Thank you for your attention to this matter. I appreciate your prompt assistance.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]