

**\*\*Subject:\*\*** Important Notice: Closure of Your TD Bank Account

**\*\*Dear** [Customer's Name],**\*\***

We are reaching out to inform you that your TD Bank account (Account Number: [XXXX-XXXX]) will be officially closed on [Closure Date]. This decision was made due to [reason for closure, e.g., inactivity, requested closure, etc.].

Please be advised that any remaining balance will be transferred to you via [check/transfer method] within [time frame, e.g., 5-7 business days]. To ensure there are no disruptions, please make sure to withdraw any funds or settle outstanding transactions before the closure date.

If you have any questions or need further assistance, feel free to contact our customer service team at [Customer Service Number] or visit your local branch.

Thank you for choosing TD Bank. We appreciate your business.

**\*\*Sincerely,\*\***

[Your Name]

[Your Title]

TD Bank

[Contact Information]

[Website URL]