

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

Customer Service

TD Bank

[Branch Address or Customer Service Address]
[City, State, Zip Code]

Subject: Account Closure Request

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. The details of my account are as follows:

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

Please take the necessary steps to close my account as of [desired closure date]. I would appreciate a written confirmation of the account closure, along with any final statements or remaining balance transfers. If there are any forms or additional requirements needed to complete this process, please let me know.

Thank you for your assistance.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]