

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

Customer Service

TD Bank

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

Dear TD Bank Customer Service,
I hope this letter finds you well.

I am writing to formally request the opening of a personal banking account with TD Bank. I have researched various financial institutions, and I believe TD Bank's offerings align perfectly with my banking needs. Enclosed with this letter, you will find the necessary documentation required for the account opening, including:

1. Completed account application form
2. Proof of identity (e.g., driver's license, passport)
3. Proof of address (e.g., utility bill, lease agreement)
4. Initial deposit (if applicable)

Please let me know if any additional information or documentation is needed. I look forward to your prompt response and am eager to begin my banking journey with TD Bank.

Thank you for your assistance.

Sincerely,

[Your Name]