

[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 am writing to formally request the opening of a bank account with TD Bank. Below are my details for your reference:

- Full Name: [Your Full Name]
- Date of Birth: [Your Date of Birth]
- Social Security Number: [Your SSN]
- Address: [Your Address]
- Phone Number: [Your Phone Number]
- Email Address: [Your Email Address]

I would like to inquire about the types of accounts available and the required documents for the account opening process. Additionally, please inform me of any applicable fees and the minimum deposit needed to open the account.

Thank you for your assistance. I look forward to your prompt response so that I can proceed with the account opening.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]