

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Bank Manager's Name]
TD Bank
[Bank Address]
[City, State, Zip Code]
Dear [Bank Manager's Name],
Subject: Application for Opening a TD Bank Account
I hope this letter finds you well. I am writing to formally request the opening of a bank account with TD Bank.
I would like to open a [type of account, e.g., checking/savings] account. My details are as follows:
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 have attached the necessary documents for your review, including a valid identification proof and address verification.
Please let me know if you require any additional information or documents. I look forward to your prompt response regarding the next steps in this process.
Thank you for your assistance.
Sincerely,
[Your Name]
[Your Signature (if sending a hard copy)]