

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

Customer Service

TD Bank

[Bank's Address]  
[City, State, Zip Code]

Dear TD Bank Customer Service,

I hope this letter finds you well. My name is [Your Name], and I am interested in opening a new bank account with TD Bank. After researching various financial institutions, I am impressed with your services and commitment to customer satisfaction.

I would like to open [specify account type, e.g., checking, savings] and would appreciate any information regarding the required documentation, initial deposit, and account benefits. Additionally, I would like to inquire about online banking features and any associated fees.

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

Sincerely,  
[Your Name]