

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

TD Bank

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

Subject: Lost Credit Card Report

Dear TD Bank Customer Service,

I am writing to report my TD Bank credit card, account number ending in [last four digits], as lost. I discovered that my card was missing on [date you noticed it was lost]. I have taken immediate steps to secure my account, including monitoring recent transactions for any unauthorized activity.

Please assist me in deactivating my current card and issuing a replacement. I appreciate your prompt attention to this matter.  
Thank you for your assistance.

Sincerely,

[Your Name]

[Your TD Bank Account Number] (if applicable)