

Account Closure Verification

Date: **[Date]**

To,

[Recipient's Name]

[Recipient's Address]

Subject: Verification of Account Closure

Dear [Recipient's Name],

We are writing to confirm the closure of your account with us, associated with the account number **[Account Number]**. This action has been processed as per your request received on **[Request Date]**.

As of **[Closure Date]**, please be informed that your account has been successfully closed and all relevant transactions have been completed. If you have any further inquiries or require assistance, feel free to contact us at **[Contact Information]**.

Thank you for your association with us. We appreciate your business.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Company Contact Information]