

# Account Closure Acknowledgment

Date: [Insert Date]

To,

[Customer's Name]

[Customer's Address]

[City, State, ZIP Code]

Dear [Customer's Name],

We acknowledge the receipt of your request to close your account with us. Your account, bearing the number [Account Number], has been successfully closed as of [Closure Date].

We would like to take this opportunity to thank you for being a valued customer. If you have any questions or need further assistance, please feel free to contact us at [Customer Service Phone Number] or [Customer Service Email].

Thank you for your business.

Sincerely,

[Your Company Name]

[Your Position]

[Company Contact Information]