

Request to Withdraw Funds from Investment Account

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Investment Firm Name]

[Investment Firm Address]

[City, State, Zip Code]

Dear [Investment Firm Manager's Name],

I am writing to formally request the withdrawal of funds from my investment account, with account number [Your Account Number].

I would like to withdraw the amount of [Specify Amount] USD. Please process this request at your earliest convenience and confirm the withdrawal via email or phone.

Thank you for your attention to this matter. I appreciate your prompt response.

Sincerely,

[Your Name]