

Withdrawal Notification Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Investment Firm Name]

[Firm Address]

[City, State, Zip Code]

Dear [Investment Firm Manager's Name],

I am writing to formally notify you of my intention to withdraw funds from my investment account, Account Number: [Your Account Number].

As per the terms of our agreement, I would like to initiate the withdrawal process effective immediately. Please let me know if you need any additional information or documentation to facilitate this process.

Thank you for your prompt attention to this matter. I look forward to your confirmation of my withdrawal request.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Name]