

Account Closure Confirmation

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Bank Name]

[Bank Address]

[City, State, Zip Code]

Dear [Bank Manager's Name],

We are writing to confirm the closure of the following money market account:

Account Holder Name: [Your Name]

Account Number: [Account Number]

Closure Date: [Closure Date]

We appreciate the services provided by your institution and request that you send a final statement reflecting the account balance and any applicable closing fees, if any.

Thank you for your assistance in this matter.

Sincerely,

[Your Name]