

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Your Phone Number]  
[Your Email Address]

[Date]

[Bank Name]  
[Department Name, e.g., Customer Resolutions]  
[Bank Address]  
[City, State, Zip Code]

**RE: Formal Dispute of Unwarranted Account Closure**

**Account Number:** [Your Account Number]

To Whom It May Concern,

I am writing to formally dispute the recent closure of my account, which took place on [Date of Closure]. I received notification stating that my account was closed, but no specific or valid reason was provided for this action.

I have maintained this account in good standing, and to my knowledge, there have been no violations of the terms and conditions of service. This sudden and unwarranted closure has caused significant financial inconvenience, affecting my [automatic bill payments / direct deposits / daily expenses].

I request that you perform the following actions immediately:

- Provide a detailed written explanation for the closure of my account.
- Re-evaluate the decision and consider reopening the account.
- If the account cannot be reopened, provide an immediate timeline for the release of all remaining funds.

Please find attached [mention any supporting documents, like recent statements or IDs] for your review. I expect a response regarding this matter within [Number, e.g., 10] business days.

Thank you for your prompt attention to this urgent matter.

Sincerely,

[Your Signature]

[Your Printed Name]