

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

[Date]

[Bank Name]  
[Branch Address]  
[City, State, Zip Code]

**Subject: Request for Account Cancellation - Account Number: [Your Account Number]**

To Whom It May Concern,

I am writing to formally request the immediate closure of my savings account held at your institution, account number [Your Account Number].

This decision is due to the appearance of unverified deposits in my account that I did not authorize and cannot account for. I have previously attempted to resolve these discrepancies, but as the origin of these funds remains unverified, I no longer wish to maintain this account to avoid further complications.

Please perform the following actions:

- Stop all further transactions on this account immediately.
- Disburse the remaining balance of my legitimate funds via [check to my mailing address / transfer to account number XXXXXX].
- Send a written confirmation stating that the account has been closed and the final status of the unverified funds.

Please let me know if there are any additional forms required to finalize this request. I look forward to receiving confirmation of the closure within [Number] business days.

Sincerely,

[Your Signature]

[Your Printed Name]