

Electronic Funds Transfer Approval

Date: [Insert Date]

To: [Recipient Name]

[Recipient Title]

[Recipient Company]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

We are pleased to inform you that your request for electronic funds transfer (EFT) has been approved. The details of the transfer are as follows:

- **Transfer Amount:** [Insert Amount]
- **Transfer Date:** [Insert Date]
- **Bank Name:** [Insert Bank Name]
- **Account Number:** [Insert Account Number]
- **Routing Number:** [Insert Routing Number]

Please ensure that all the provided details are correct. Should you have any questions or require further assistance, do not hesitate to contact us at [Insert Contact Information].

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]