

# Cross-Border Payroll Transfer Approval

Date: [Insert Date]

To: [Recipient's Name]

From: [Your Name]

Subject: Approval of Cross-Border Payroll Transfer

Dear [Recipient's Name],

I am writing to formally approve the cross-border payroll transfer for [Employee's Name], who is currently working in [Location]. After reviewing the necessary documentation and confirming compliance with our company's policies and local regulations, I am pleased to grant the approval for the payment of [Amount] to be transferred on [Transfer Date].

Please ensure that all relevant procedures are followed to facilitate this transfer and confirm once the transaction has been completed.

Thank you for your attention to this matter.

Sincerely,

[Your Signature]

[Your Position]

[Your Contact Information]