

Account Transfer Notification

Dear [Partner's Name],

We hope this message finds you well. We are writing to inform you that as of [Effective Date], our company's financial account will be transferred from [Old Bank Name] to [New Bank Name].

Please update your records accordingly. Our new account details are as follows:

- Account Holder: [Your Company Name]
- Account Number: [New Account Number]
- Bank Name: [New Bank Name]
- IBAN: [New IBAN]
- SWIFT/BIC: [New SWIFT/BIC]

We kindly ask you to direct all future payments and transactions to this new account starting from the effective date. If you have any questions or require further information, please feel free to contact us at [Your Contact Information].

Thank you for your cooperation in this matter.

Best regards,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[Your Phone Number]

[Your Email Address]