

# Authorization Confirmation for Direct Debit

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

This letter serves as confirmation of your authorization for the direct debit of funds from your bank account. The details of the direct debit arrangement are as follows:

- Amount: [Insert Amount]
- Frequency: [Insert Frequency e.g., Monthly, Weekly]
- Start Date: [Insert Start Date]
- Bank Account: [Insert Bank Account Details]

Please review the information above and confirm that it is accurate. If you have any questions or concerns regarding this authorization, feel free to contact us at [Insert Contact Information].

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Company Address]

[City, State, Zip Code]

[Your Contact Information]