

# Bank Account Authorization for Fund Transfers

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

To: [Bank Name]

[Bank Address]

[City, State, Zip Code]

Subject: Authorization for Fund Transfer

Dear [Bank Manager's Name],

I, [Your Name], am writing to authorize funds to be transferred from my bank account held at your institution. Below are the details of my account:

Account Holder Name: [Your Name]

Account Number: [Your Account Number]

Routing Number: [Your Routing Number]

I authorize the following transfer:

Amount: [Transfer Amount]

Transfer To: [Recipient's Name/Account]

Transfer Date: [Desired Transfer Date]

This authorization is valid until I provide written notice to revoke it. Please ensure that the transfer is executed as per the details mentioned above.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]