

[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Phone Number]
[Your Email Address]

[Date]

[Bank Name]
[Bank Address]
[City, State, Zip Code]

RE: Notice of CD Liquidation and Wire Transfer

Account Number: [Your CD Account Number]

To Whom It May Concern,

Please accept this letter as formal authorization to liquidate my Certificate of Deposit (CD) referenced above upon its maturity date of [Maturity Date].

I request that the total balance, including all accrued interest, be transferred via wire transfer to my account at [Name of Competitor Bank]. My receiving account details are as follows:

- **Receiving Bank Name:** [Competitor Bank Name]
- **Bank Routing Number:** [ABA/Routing Number]
- **Account Number:** [Your Account Number at New Bank]
- **Account Holder Name:** [Your Name as it appears on New Account]

If there are any fees associated with this wire transfer, please deduct them from the final disbursement amount. Please do not renew this CD or roll the funds into any other products at your institution.

Please provide a confirmation of this transaction once the transfer is complete. If you require further verification, you may contact me at [Your Phone Number].

Sincerely,

[Your Signature]

[Your Printed Name]