

[Date]

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

Subject: Notification of Permanent Overdraft Limit Adjustment

Dear [Customer Name],

We are writing to formally notify you of an adjustment to the permanent overdraft facility limit on your account ending in [Last 4 Digits of Account Number].

Based on a recent review of your account activity and financial standing, your overdraft limit has been amended as follows:

- **Previous Overdraft Limit:** [Currency Symbol][Amount]
- **New Overdraft Limit:** [Currency Symbol][Amount]
- **Effective Date:** [Date]

Please note that all other terms and conditions governing your overdraft agreement remain unchanged. The applicable interest rate for utilized funds continues to be [Percentage]% per annum, calculated daily and charged monthly.

If you have any questions regarding this adjustment, or if you wish to discuss alternative credit options, please contact your Relationship Manager or visit your local branch.

Thank you for your continued patronage.

Sincerely,

[Authorized Signatory Name]
[Title/Department]
[Bank Name]