

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

[Date]

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

**Subject: Confirmation of Automated Sweep Transfer**

Dear [Customer Name],

This letter is to confirm that an automated sweep transfer has been successfully processed for your account(s) as per your existing standing instructions.

**Transaction Details:**

- **Date of Transfer:** [Date]
- **From Account (Source):** [Account Number - Last 4 Digits]
- **To Account (Destination):** [Account Number - Last 4 Digits]
- **Amount Transferred:** [Currency Symbol][Amount]
- **Transaction Reference:** [Reference Number]

Your account balances have been updated to reflect this movement of funds. This automated service ensures that your target balance is maintained while maximizing your interest earnings or meeting your liquidity requirements.

You may view the full details of this transaction by logging into your online banking portal or reviewing your next monthly statement.

If you have any questions regarding this transfer or wish to modify your sweep settings, please contact your Relationship Manager or call our customer service team at [Phone Number].

Thank you for banking with [Bank Name].

Sincerely,

[Bank Representative Name]  
[Title/Position]