

Date: [Insert Date]

To:

[Bank Name]

[Branch Address]

[City, State, Zip Code]

Subject: Request for Adjustment of Daily Wire Transfer Transaction Limit

Dear [Bank Contact Person or Department Name],

I am writing to formally request an adjustment to the daily wire transfer limits for the following account(s):

- **Account Name:** [Insert Account Name]
- **Account Number:** [Insert Account Number]
- **Account Type:** [e.g., Business Checking / Personal Savings]

Current Daily Limit: [Insert Current Amount]

Requested Daily Limit: [Insert New Requested Amount]

Reason for Adjustment:

[Insert brief reason, e.g., business expansion, real estate closing, or increased vendor payments].

Effective Duration:

[Choose one: Permanent / Temporary until Date: Insert Date]

I understand that this request is subject to the bank's security protocols and verification procedures. Please contact me at [Insert Phone Number] or [Insert Email Address] to complete any necessary identity verification or to provide additional documentation.

Thank you for your assistance with this matter.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Title, if applicable]

[Company Name, if applicable]