

[Date]

[Client Name]

[Client Address]

[City, State, Zip Code]

**Subject: Notification of Revised Daily Wire Transfer Approval Limits**

Dear [Client Name],

We are writing to formally notify you of an update regarding the daily wire transfer approval limits for your account(s) ending in [Last 4 Digits of Account Number].

Effective [Effective Date], your revised daily wire transfer limits will be as follows:

- **Previous Daily Limit:** \$[Amount]
- **New Daily Limit:** \$[Amount]

This adjustment has been made to [state reason, e.g., enhance account security / accommodate your requested business needs / align with updated bank policies].

Please note that any wire transfer requests exceeding this new daily limit will require additional authorization or manual intervention by our banking team to ensure the security of your funds.

If you have any questions regarding this change or if you wish to discuss your specific transfer requirements, please contact your Relationship Manager or our Customer Support team at [Phone Number] or [Email Address].

Thank you for your continued partnership.

Sincerely,

[Your Name/Department]

[Organization Name]