

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

[Date]

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

**RE: Enrollment in Auto-Pay Interest Rate Discount**

Account Number: [Your Account Number]

To Whom It May Concern,

I am writing to formally request enrollment in the automatic payment program for my student loan refinance account mentioned above. It is my understanding that by enrolling in auto-pay, I am eligible for a [Insert Percentage, e.g., 0.25%] interest rate reduction.

Please find my banking information below for the setup of these recurring monthly electronic transfers:

- **Bank Name:** [Name of Bank]
- **Account Type:** [Checking/Savings]
- **Routing Number:** [9-Digit Routing Number]
- **Account Number:** [Your Bank Account Number]

I authorize [Lender Name] to withdraw my monthly loan payment of \$[Payment Amount] from this account on the [Day of Month, e.g., 15th] of every month, beginning [Start Date].

Please confirm in writing once the auto-pay setup is complete and the interest rate discount has been applied to my account. Thank you for your assistance.

Sincerely,

[Your Signature]

[Your Printed Name]