

[Date]

[Customer Name]

[Customer Address]

[City, State, Zip Code]

Subject: Notification of Overdraft Line of Credit Draw

Dear [Customer Name],

This letter is to inform you that a transfer has been made from your Overdraft Line of Credit to your checking account, ending in [Last 4 Digits of Account Number].

Due to insufficient funds to cover a recent transaction, the following draw was processed:

- **Date of Draw:** [Date]
- **Draw Amount:** \$[Amount]
- **New Line of Credit Balance:** \$[Total Balance]

Please note that interest will accrue on the outstanding balance of your Line of Credit in accordance with your account agreement. Any applicable transfer fees will be reflected on your next monthly statement.

If you have any questions regarding this transfer or your account balance, please contact our customer service department at [Phone Number] or visit your local branch.

Thank you for banking with [Bank Name].

Sincerely,

[Bank Representative Name]

[Bank Name]