

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

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

Subject: Confirmation of Overdraft Protection Transfer Fee

Dear [Customer Name],

This letter is to confirm that a transfer of funds was recently completed to cover an overdraft on your account. As a result, an Overdraft Protection Transfer Fee has been assessed.

Transaction Details:

- **Date of Transfer:** [Date]
- **To Account (Overdrawn):** [Account Number ending in XXXX]
- **From Account (Source):** [Account Number ending in XXXX]
- **Transfer Amount:** \$[0.00]
- **Transfer Fee Amount:** \$[0.00]

The transfer fee has been deducted from your [Source/Primary] account balance. This service ensured that your scheduled payments or transactions were completed successfully without being returned for non-sufficient funds.

If you have any questions regarding this fee or would like to review your overdraft protection settings, please log in to your online banking portal or contact our customer service department at [Phone Number].

Thank you for choosing [Bank Name].

Sincerely,

[Bank Representative Name/Department]
[Bank Name]