

[Date]

[Customer Name]

[Street Address]

[City, State, Zip Code]

**Subject: Confirmation of Overdraft Protection Transfer**

Dear [Customer Name],

This letter is to confirm that a transfer of funds was completed to cover an overdraft on your checking account.

**Transfer Details:**

- **Date of Transfer:** [Date]
- **Amount Transferred:** \$[Amount]
- **From Account (Savings):** XXXX[Last 4 Digits]
- **To Account (Checking):** XXXX[Last 4 Digits]
- **Transfer Fee:** \$[Amount or "None"]

This transfer was performed automatically in accordance with your Overdraft Protection agreement to ensure your transactions were processed and to prevent returned item fees.

Please log in to your online banking portal or review your next monthly statement to see your updated balances. If you have any questions regarding this transfer, please contact our customer service department at [Phone Number] or visit your local branch.

Thank you for banking with [Bank Name].

Sincerely,

[Bank Name] Customer Service

[Bank Website]