

[Bank Name]  
[Bank Address]  
[City, State, Zip Code]  
[Phone Number]

[Date]

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

**Subject: Confirmation of Overdraft Sweep Transfer Fee**

Dear [Customer Name],

This letter is to confirm that an Overdraft Sweep Transfer was completed for your account on [Date of Transfer].

To prevent a transaction from being declined or your account from becoming overdrawn, funds were automatically transferred from your linked [Source Account Type/Number] to your [Destination Account Type/Number].

**Transaction Details:**

- Transfer Date: [Date]
- Transfer Amount: \$[Amount]
- Sweep Transfer Fee: \$[Fee Amount]

The Overdraft Sweep Transfer Fee has been debited from your [Account Number] as per the terms of your account agreement. This fee covers the cost of the automated movement of funds between your accounts to ensure your payments are honored.

If you have any questions regarding this transfer or your account balance, 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]