

[Your Name/Entity Name]
[Your Address]
[City, State, Zip Code]
[Phone Number]
[Date]

To: [Bank Name]
[Bank Branch Address]
[City, State, Zip Code]

RE: Authorization for Domestic Wire Transfer

To Whom It May Concern,

I hereby authorize [Bank Name] to initiate a one-time domestic wire transfer from my account as per the details provided below:

Sender Information:

Account Name: [Your Account Name]
Account Number: [Your Account Number]
Account Type: [Checking/Savings]

Recipient Information:

Recipient Name: [Recipient Name/Business Name]
Recipient Address: [Recipient Physical Address]
Recipient Bank Name: [Recipient Bank Name]
Recipient Routing Number (ABA): [9-Digit Routing Number]
Recipient Account Number: [Recipient Account Number]

Transfer Details:

Amount: \$[Amount in Numbers] ([Amount in Words] USD)
Purpose of Wire: [e.g., Real Estate Closing, Invoice Payment, Gift]
Reference/Memo: [Optional Reference Note]

Please deduct the wire transfer amount plus any applicable outgoing wire fees from the sender account listed above. Should you need to verify this request, please contact me at [Your Phone Number].

Sincerely,

[Signature]

[Printed Name]