

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

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

RE: Authorization for Recurring Wire Transfers

To Whom It May Concern,

I hereby authorize [Bank Name] to initiate recurring wire transfers from my account according to the following details:

Sender Information:

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

Recipient Information:

Recipient Name: [Beneficiary Name]
Recipient Address: [Beneficiary Address]
Recipient Bank Name: [Recipient Bank Name]
Recipient Bank Routing/Swift Number: [Routing/SWIFT Number]
Recipient Account Number/IBAN: [Recipient Account Number]

Transfer Schedule:

Transfer Amount: [Currency and Amount]
Frequency: [Weekly/Monthly/Quarterly]
Start Date: [Date of First Transfer]
End Date: [End Date or "Until Further Notice"]

Please deduct any applicable wire transfer fees from my account mentioned above. This authorization remains in effect until I provide written notice of cancellation to the bank.

Should you need to verify this request, please contact me at [Your Phone Number].

Sincerely,

[Your Signature]

[Printed Name]