

**URGENT: WIRE TRANSFER AUTHORIZATION**

Date: [Date]

To: [Bank Name]

Address: [Bank Branch Address]

Attention: [Bank Representative Name or Wire Department]

**Subject: Authorization for Urgent Wire Transfer**

Dear [Bank Representative Name],

I hereby authorize [Bank Name] to execute an urgent wire transfer from my account as per the following instructions:

**SENDER INFORMATION**

Account Name: [Your Name or Company Name]

Account Number: [Your Account Number]

Phone Number: [Your Phone Number]

**RECIPIENT INFORMATION**

Beneficiary Name: [Recipient Name]

Beneficiary Account Number/IBAN: [Recipient Account Number]

Beneficiary Bank Name: [Recipient Bank Name]

Beneficiary Bank SWIFT/BIC Code: [SWIFT Code]

Beneficiary Bank Address: [Recipient Bank Address]

**TRANSFER DETAILS**

Currency: [e.g., USD]

Amount: [Amount in Figures]

Amount in Words: [Amount in Words]

Purpose of Payment: [Brief Description]

Processing Speed: Urgent / Same Day

Please deduct all applicable wire transfer fees from my account listed above. Should you need to verify this request, please contact me immediately at [Your Phone Number].

Thank you for your prompt attention to this matter.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Title, if applicable]