

Date: [Insert Date]

[Recipient Name]

[Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

Subject: Confirmation of Corporate Sweep Account Transfer

Dear [Recipient Name],

This letter serves as official confirmation of the automated sweep transfer processed for your corporate account on [Transaction Date].

Transaction Details:

- **Source Account:** [Operating Account Name/Number]
- **Destination Account:** [Investment or Target Account Name/Number]
- **Transfer Amount:** [Insert Amount]
- **Remaining Balance in Source Account:** [Insert Amount]
- **Transaction Reference Number:** [Insert Number]

As per your standing Sweep Agreement, funds exceeding your target balance of [Insert Target Balance] have been moved to the designated account to maximize interest earnings and optimize liquidity management.

These details will also appear on your monthly corporate bank statement. If you have any questions or require further information regarding this transfer, please contact your Relationship Manager at [Phone Number] or [Email Address].

Sincerely,

[Sender Name]

[Department Name]

[Bank Name]