

[Date]

[Recipient Name]

[Recipient Address]

[City, State, Zip Code]

Subject: Confirmation of Investment Sweep Account Transfer

Dear [Recipient Name],

This letter serves as formal confirmation that a transfer of funds has been processed from your primary operating account to your designated investment sweep account.

**Transfer Details:**

- **Transaction Date:** [Date]
- **Source Account Number:** [Last 4 Digits of Account]
- **Destination Sweep Account:** [Account Name/Number]
- **Transfer Amount:** [Amount]
- **Reference Number:** [Transaction ID]

Per your standing instructions, funds exceeding your target balance were automatically moved to maximize your investment earnings. These funds have been placed into [Name of Investment Vehicle/Money Market Fund].

You may view the details of this transaction and your current balances by logging into your online banking portal or reviewing your next monthly statement.

If you have any questions regarding this transfer or your sweep settings, please contact your Relationship Manager at [Phone Number] or [Email Address].

Sincerely,

[Sender Name]

[Title]

[Financial Institution Name]