

[Date]

[Agent Name]

[Agent Address]

[City, State, Zip Code]

Subject: Confirmation of Electronic Funds Transfer (EFT) Enrollment

Dear [Agent Name],

We are writing to confirm that your enrollment for Electronic Funds Transfer (EFT) for commission payments has been successfully processed.

Going forward, your commission earnings will be deposited directly into the bank account you provided. Below are the partial details of the account on file for verification:

- **Bank Name:** [Bank Name]
- **Account Type:** [Checking/Savings]
- **Account Number (Last 4 digits):** [1234]

Please note that depending on your financial institution, it may take 1-3 business days for the funds to appear in your account after the payment date.

If you did not request this change, or if you need to update your banking information in the future, please contact our Commissions Department immediately at [Phone Number] or [Email Address].

Thank you for your continued partnership.

Sincerely,

[Sender Name]

[Title]

[Company Name]