

[Date]

[Client Name]

[Client Address]

[City, State, Zip Code]

Subject: Confirmation of Brokerage Fee Electronic Funds Transfer (EFT) Setup

Dear [Client Name],

This letter serves as official confirmation that we have successfully set up the Electronic Funds Transfer (EFT) authorization for the payment of brokerage fees associated with your account: **[Account Number]**.

The banking details currently on file are as follows:

- **Bank Name:** [Bank Name]
- **Account Type:** [Checking/Savings]
- **Account Number (Masked):** [Last 4 Digits]
- **Routing Number:** [Routing Number]

Effective [Start Date], all brokerage fees and commissions will be automatically debited from the account listed above according to your fee schedule. Please ensure that sufficient funds are available in the account on the scheduled payment dates to avoid any service interruptions or returned payment fees.

If you did not authorize this setup, or if any of the information listed above is incorrect, please contact our billing department immediately at [Phone Number] or [Email Address].

Thank you for your continued business.

Sincerely,

[Sender Name]

[Title]

[Brokerage Firm Name]