Date: [Insert Date]

To:
[Customer Name]
[Customer Address]
[City, State, Zip Code]

Subject: Notification of Rescheduled Electronic Funds Transfer (EFT)

Dear [Customer Name],

This letter is to inform you that your scheduled Electronic Funds Transfer (EFT) for your policy/account number [Account Number] has been rescheduled. We are taking this action to ensure your coverage remains continuous and active without interruption.

New Transfer Details:

- **Original Scheduled Date:** [Original Date]
- **New Scheduled Date:** [New Date]
- **Amount to be Debited:** $[Amount]

The payment will be processed automatically from the bank account currently on file. No action is required on your part if the funds are available by the new scheduled date.

To prevent any lapse in coverage, please ensure that sufficient funds are available in your account. If you have any questions or need to update your payment information, please contact our billing department at [Phone Number] or via email at [Email Address].

Thank you for your prompt attention to this matter and for choosing [Company Name].

Sincerely,

[Sender Name]
[Department Name]
[Company Name]