

[Date]

[To: Bank Name/Financial Institution]

[Address]

[City, State, Zip Code]

RE: Letter of Instruction for Wire Transfer of Settlement Funds

To Whom It May Concern,

This letter serves as a formal instruction to initiate a wire transfer of funds from the account listed below for the purpose of lien resolution and settlement satisfaction.

1. SENDER INFORMATION (FROM)

Account Holder Name: [Your Name or Law Firm Name]

Account Number: [Your Account Number]

Routing Number: [Your Routing Number]

2. BENEFICIARY INFORMATION (TO)

Beneficiary Name: [Lienholder or Recovery Agent Name]

Bank Name: [Beneficiary Bank Name]

Bank Address: [Beneficiary Bank Address]

Account Number: [Beneficiary Account Number]

Routing/ABA Number: [Beneficiary Routing Number]

Reference/Case Number: [Claim or Lien Reference Number]

3. TRANSFER DETAILS

Amount to be Wired: \$[0.00]

Date of Transfer: [Date]

Type of Funds: Settlement Proceeds / Lien Satisfaction

4. AUTHORIZATION

I hereby authorize [Bank Name] to debit the aforementioned account in the amount specified above, plus any applicable wire transfer fees. Please execute this transfer immediately upon receipt of this letter.

Should you require any further verification, please contact me at [Phone Number].

Sincerely,

[Signature]

[Printed Name]

[Title, if applicable]