

Date: [Insert Date]

To: [Insert Bank Name]

Attention: [Insert Contact Name/Department]

Address: [Insert Bank Address]

RE: Joint Letter of Instruction for Wire Transfer of Settlement Funds

Dear [Insert Name],

This letter serves as a formal joint instruction from [Insert Party A Name] and [Insert Party B Name] (collectively, the "Parties") regarding the distribution of settlement funds currently held in [Insert Account Type, e.g., Escrow/Trust Account] number [Insert Account Number].

Pursuant to the Settlement Agreement dated [Insert Date], the Parties hereby irrevocably authorize and instruct [Insert Bank Name] to execute a wire transfer in the amount and to the account specified below:

Wire Transfer Details:

- **Amount:** [Insert Currency and Amount]
- **Beneficiary Name:** [Insert Recipient Name]
- **Beneficiary Address:** [Insert Recipient Address]
- **Receiving Bank Name:** [Insert Receiving Bank Name]
- **Receiving Bank Address:** [Insert Receiving Bank Address]
- **ABA/Routing Number:** [Insert Routing Number]
- **SWIFT/BIC (if applicable):** [Insert SWIFT Code]
- **Account Number:** [Insert Account Number]
- **Reference/Memo:** [Insert Reference, e.g., Settlement Ref #123]

The Parties confirm that this instruction is final. Please process this transfer on [Insert Date] or as soon as practicable upon receipt of this letter.

By signing below, the undersigned represent that they are duly authorized representatives of their respective parties and have the authority to execute this instruction.

Sincerely,

On behalf of [Party A Name]:

On behalf of [Party B Name]:

Signature

Signature

Name: [Insert Name]

Title: [Insert Title]

Name: [Insert Name]

Title: [Insert Title]