

[Company Letterhead]

[Date]

[Bank Name]

[Bank Address]

[City, State, Zip Code]

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

To [Bank Contact Person or Department Name],

This letter serves as a formal authorization and instruction for [Your Company Name] to transfer funds related to a legal settlement agreement. Please execute the following outgoing wire transfer from our account:

Source Account Information:

Account Name: [Your Company Name]

Account Number: [Your Account Number]

Account Type: [e.g., Checking/Operating]

Transfer Details:

Currency: USD

Amount: \$[Amount in Numbers] ([Amount in Words] Dollars)

Effective Date: [Date of Transfer]

Beneficiary Information:

Beneficiary Name: [Name of Law Firm or Recipient]

Beneficiary Address: [Recipient Physical Address]

Receiving Bank Name: [Recipient Bank Name]

Receiving Bank Address: [Recipient Bank Address]

ABA Routing Number (Swift/BIC): [Routing Number]

Account Number: [Recipient Account Number]

Reference/Memo:

[Case Name/Number] - Settlement Payment

Please contact [Authorized Representative Name] at [Phone Number] immediately should you require verification or further information regarding this request.

Sincerely,

[Signature]

[Printed Name]

[Title]

[Company Name]