

Re: Internal Transfer to Third Party Account Letter of Direction

To Whom It May Concern,

Please accept this letter as confirmation to transfer funds from an Optimize account to a third party Optimize account, with the account details specified below.

Delivering Optimize Account number(s): \_\_\_\_\_

Receiving Optimize Account number(s): \_\_\_\_\_

Please find the signature(s) below as authorization for this request AND confirmation that this was verbally discussed and approved by the involved parties.

Regards,

\_\_\_\_\_  
Account Holder Name:  
Date:

\_\_\_\_\_  
Account Holder Name:  
Date:

\_\_\_\_\_  
Receiving Account Holder Name:  
Date:

Signature Guaranteed By,

\_\_\_\_\_  
Optimize Representative:  
Date: