***Sample (For beneficiary has an account)***

Dear Sir/Madam,

Reference to the application form dated ..................., I would like you to make fund transfer in accordance with the information below:

1. My account information

- Account name: ...................................................................................................

- Account number: ...............................................................................................

- Payment amount: ...............................................................................................

- Purpose: .............................................................................................................

2. Beneficiary's information

- Name: ................................................................................................................

- Account number: ...............................................................................................

I would greatly appreciate for your help.

Yours Sincerely,