

Casual Email Request for Release of Funds

Subject: Quick Request for Funds Release

Hi [Bank Officer's Name],

I hope you're doing well. Could you please arrange to release [Amount] from my account [Account Number] and transfer it to [Beneficiary Account Details]?

I'd really appreciate it if this could be handled today as it's quite time-sensitive. Thanks a lot for your help!

Best,

[Your Name]

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