

Account Change Notification

Date: [Insert Date]

Dear [Customer's Name],

We are writing to inform you of a change to your account information. Please review the details below:

Account Details

Account Holder Name: [Insert Name]

New Account Information:

- **Email:** [Insert New Email]
- **Phone Number:** [Insert New Phone Number]
- **Address:** [Insert New Address]

If you did not authorize this change, please contact us immediately at [Insert Contact Number] or [Insert Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Company Name]

[Your Company Contact Information]