

# Password Reset Guidelines

Dear [User],

We have received a request to reset your password. Please follow the guidelines below to ensure your new password is secure:

- Your password should be at least 12 characters long.
- Include a mix of uppercase and lowercase letters.
- Add numbers and special characters (e.g., @, #, \$, %, &).
- Avoid using easily guessed information, such as birthdays or names.
- Use unique passwords for different accounts.

To reset your password, please click the link below:

[Reset Password](#)

If you did not request a password reset, please ignore this email.

Best regards,

The [Company Name] Team