

Identity Theft Case Documentation

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Email Address]

[Your Phone Number]

To Whom It May Concern,

I am writing to formally document an incident of identity theft that has affected me. Below are the details pertaining to this case:

Incident Details:

- **Date of Incident:** [Insert Date]
- **Description of Incident:** [Provide a brief description of what happened]
- **Account(s) Affected:** [List any accounts that were compromised]
- **Actions Taken:** [Explain any steps you have taken to resolve the issue]

Supporting Documentation:

I have attached copies of documents that support my case, including:

- [List of documents]

Please let me know if you require any further information to assist in the resolution of this matter. I look forward to your prompt response.

Sincerely,

[Your Name]