

# Disclosure Notification

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are writing to inform you of a potential unauthorized modification to your account ([Account Number or ID]) with us. We take the security of your account seriously and want to ensure you are aware of this situation.

On [Date of Incident], our monitoring systems detected unusual activity that may indicate unauthorized access. We have taken immediate action to secure your account and prevent further modifications. The details of the suspected unauthorized modification are as follows:

- **Modification Type:** [Specify type of modification]
- **Date of Modification:** [Insert date]
- **Details:** [Provide details about the modification]

We encourage you to review your account statements and transactions. If you notice any discrepancies or believe further unauthorized changes may have occurred, please contact us immediately at [Customer Service Phone Number] or [Customer Service Email].

To help protect your account, we recommend that you change your password and enable any additional security measures available to you.

We apologize for any inconvenience this may cause and appreciate your prompt attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Contact Information]