

# Notification of Termination of Unused Credit Account

Date: [Insert Date]

Dear [Customer's Name],

We hope this message finds you well. We are writing to inform you that your credit account with us, account number [Insert Account Number], will be terminated due to prolonged inactivity. Our records show that there have been no transactions on your account for the past [Insert Duration].

In accordance with our policies, we are required to close accounts that have not been used for a period of [Insert Company Policy Duration] to maintain the integrity and security of our services.

Your account will be officially terminated on [Insert Termination Date]. If you wish to reactivate your account or have any questions regarding this process, please do not hesitate to contact us at [Insert Contact Information].

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Company Contact Information]