

Notification of Personal Credit Review

Date: [Insert Date]

Dear [Recipient's Name],

We are writing to inform you that as part of our commitment to maintaining accurate credit records and ensuring responsible lending, we will be conducting a personal credit review for your account.

This review will take place on [Insert Date of Review] and will involve an examination of your credit history, payment behaviors, and other relevant financial information.

If you have any questions or require further information regarding this review, please feel free to contact us at [Insert Contact Information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Contact Information]