

Important Notice of Data Compromise

Dear Valued Customer,

We are writing to inform you of an incident that may have involved your personal information. On **[Date of Incident]**, we discovered that our systems experienced a data compromise that may have affected your data.

The information potentially exposed includes:

- Your name
- Email address
- Phone number
- Account information

We take this matter seriously and are taking the following steps to address the situation:

1. Investigating the breach with a third-party cybersecurity expert.
2. Implementing additional security measures to protect your information.
3. Offering you complimentary credit monitoring services for one year.

We recommend that you change your password and monitor your accounts for any suspicious activity. Please remain vigilant and report any concerns to us or your financial institution.

If you have any questions or need further information, please do not hesitate to contact us at **[Customer Service Phone Number]** or **[Customer Service Email]**.

We sincerely apologize for any inconvenience this may cause and appreciate your understanding as we work to resolve this issue.

Thank you for your continued trust in us.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Contact Information]