

Unauthorized Account Access Inquiry

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

Customer Service Department
[Telecom Company Name]
[Company Address]
[City, State, Zip Code]

Dear Customer Service,

I am writing to inquire about unauthorized access to my telecom account, associated with the account number [Account Number]. On [Date of Incident], I noticed suspicious activities that raised concerns regarding the security of my account.

Specifically, I observed [briefly describe the suspicious activities, e.g., unexpected charges, changes in personal information, etc.]. I would like to request a thorough investigation into this matter and any steps you can take to secure my account.

Please provide me with the details of any changes made to my account and confirm whether any unauthorized access has been detected. I appreciate your prompt attention to this serious matter and look forward to your response.

Thank you for your assistance.

Sincerely,

[Your Name]