

# Urgent Product Recall Announcement

Date: [Insert Date]

To Our Valued Customers,

We are writing to inform you of an urgent recall of our pharmaceutical product, [Product Name], with the batch number [Batch Number]. This action is being taken due to [reason for recall], which may pose a risk to patient safety.

We advise you to immediately cease the use of this product and return any remaining stock to the original point of purchase. Please check your inventory and ensure that all units are accounted for.

For any questions or concerns regarding this recall, please contact our customer service team at [Contact Information] or visit our website at [Website URL]. We apologize for any inconvenience this may cause and appreciate your immediate attention to this urgent matter.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Contact Information]