

Subject: Request for Recovery of Dormant Investment Account

Dear [Account Manager's Name],

I hope this message finds you well. I am writing to request the recovery of my dormant investment account with [Your Company Name]. Below are the details of the account:

- **Account Holder Name:** [Your Full Name]
- **Account Number:** [Your Account Number]
- **Date of Last Activity:** [Date]

Due to [brief explanation of circumstances], I have been unable to manage my investments. I am now ready to reactivate my account and access my portfolio.

Please let me know the necessary steps to recover my account and any required documents I need to provide. I appreciate your assistance in this matter.

Thank you for your attention. I look forward to your prompt response.

Sincerely,
[Your Full Name]
[Your Contact Information]