

Data Compromise Alert

Dear [Partner's Name],

We hope this message finds you well. We are writing to inform you of a recent incident that may have compromised some of our shared data.

On [Date], we identified unusual activity within our systems that led to a thorough investigation. Unfortunately, this investigation has confirmed that certain data may have been accessed by unauthorized individuals.

We take this matter very seriously and are implementing all necessary measures to secure our systems and prevent further incidents. This includes updating our security protocols and notifying the appropriate authorities.

We recommend that you take the following steps to safeguard your information:

- Monitor your accounts for any suspicious activity.
- Change passwords and enable two-factor authentication where possible.
- Be cautious of any unsolicited communications requesting personal information.

We value our partnership and are committed to ensuring the integrity and security of our relationship. Please do not hesitate to reach out if you have any questions or need further assistance.

Thank you for your understanding.

Sincerely,
[Your Name]
[Your Position]
[Your Company Name]
[Your Contact Information]