

Unauthorized Access Notification

Date: [Insert Date]

Dear [Member's Name],

We are writing to inform you that we have detected unauthorized access to your account in our system on [Insert Date]. Your security is our top priority, and we are taking this matter seriously.

We have taken immediate steps to secure your account and have reset your password. Please check your email for instructions on how to create a new password.

If you notice any suspicious activity or did not authorize this access, please contact us immediately at [Insert Contact Information].

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

Thank you,

[Your Organization's Name]

[Your Organization's Contact Information]