

Account Freeze Notice

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

We are writing to inform you that your account with us has been temporarily frozen due to [reason for freeze, e.g., suspicious activity, insufficient funds, etc.]. This action is taken to protect your account and personal information.

Your account will remain frozen until [provide timeframe or conditions for unfreezing]. During this period, you will not be able to access your account or conduct any transactions.

If you believe this freeze was made in error or if you have any questions, please contact our support team at [support phone number] or [support email]. We appreciate your understanding and cooperation in this matter.

Sincerely,

[Your Name]

[Your Title]

[Company Name]