

# Letter of Solicitation for Abnormal Usage Examination

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Position]

[Company/Organization Name]

[Address]

Dear [Recipient's Name],

We are writing to formally request an abnormal usage examination concerning the [specific product/service] associated with your account. Our analysis has detected usage patterns that deviate from the norm, indicating a need for further investigation.

The purpose of this examination is to ensure compliance with our usage policies and to safeguard both your interests and the integrity of our services. We believe that a thorough review will clarify any discrepancies and further enhance your experience with us.

We kindly ask you to provide us with the following information:

- [Specify documents/information required]
- [Specify documents/information required]

Please submit the requested information by [insert deadline]. Should you have any questions regarding this process, feel free to contact us at [insert contact information]. We appreciate your cooperation and look forward to your prompt response.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Company/Organization Name]

[Contact Information]