

# Account Status Notification

Date: [Insert Date]

To: [Recipient Name]

Address: [Recipient Address]

Account Number: [Account Number]

Dear [Recipient Name],

We are writing to inform you about the current status of your account regarding the cyber debt incurred. As of [Insert Date], your account shows an outstanding balance of [Insert Amount]. We want to provide clarity on the situation and outline the steps available to you.

## Current Account Status:

- Outstanding Balance: [Insert Amount]
- Date of Last Payment: [Insert Date]
- Due Date for Next Payment: [Insert Date]

Please be aware that failing to address this balance may lead to further actions, including additional fees or reporting to credit agencies.

## Options Available:

- Payment Plan: We can arrange a flexible payment plan tailored to your needs.
- Full Payment: Paying the outstanding balance in full will close the account.
- Dispute: If you believe there has been an error, please contact us to discuss this matter.

We strongly encourage you to contact us at [Insert Contact Information] to discuss your options within the next [Insert Time Frame] to avoid further complications.

Thank you for your immediate attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Company Contact Information]