

Notification of Payment History Review

Date: [Insert Date]

Dear [Recipient's Name],

We would like to inform you that your payment history is currently under review. This process is part of our commitment to maintaining accurate account records.

Please take a moment to review your payment history and ensure that all transactions are accurate. Should you find any discrepancies or have any questions regarding your payment history, feel free to reach out to our customer service team at [Customer Service Email] or [Customer Service Phone Number].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company]