

# Dear [Recipient's Name],

We are writing to inform you about the potential risks associated with the early closure of your account with [Company Name]. While we understand you may have your reasons for considering this action, we want to ensure you are fully aware of the implications involved.

- **Loss of Benefits:** Early closure may result in the forfeiture of any accrued rewards, bonuses, or interest rates attached to your account.
- **Account Closure Fees:** Some accounts may incur a penalty fee for early closure, impacting your overall balance.
- **Impact on Credit Score:** Closing an account prematurely can negatively affect your credit history and score.
- **Unfinished Transactions:** Any pending transactions could be disrupted, leading to potential complications.

We hope you consider these risks carefully before making your decision. If you have any questions or would like to discuss this matter further, please do not hesitate to contact us at [Contact Information].

Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Company Contact Information]