

Subject: Request for Resolution of Duplicate Accounts

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Email]

[Your Phone Number]

To Whom It May Concern,

I am writing to bring to your attention an issue regarding duplicate accounts associated with my profile in your system.

Upon reviewing my account information, I discovered that there are two accounts registered under my name, which is causing confusion and disruption in my usage of your services. The account details are as follows:

- Account 1: [Account Number/Email Address]
- Account 2: [Account Number/Email Address]

I kindly request your assistance in merging these accounts or resolving this duplication issue at your earliest convenience. Please let me know what information or verification you require from my side to expedite this process.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]