

Important Security Notification

Dear Valued Customer,

We are writing to inform you of a recent security incident that may have affected your personal information.

On [Date of Breach], we discovered that [brief description of the breach]. We have taken immediate steps to investigate and rectify the situation, ensuring that your data remains protected.

We want to assure you that the safety of your information is our top priority. To help protect yourself, we recommend that you [list any recommended actions, such as changing passwords or monitoring accounts].

We deeply regret any inconvenience this may cause you and appreciate your understanding as we work through this matter. If you have any further questions or need assistance, please do not hesitate to reach out to our customer support team at [contact information].

Sincerely,

[Your Company's Name]

[Your Company's Contact Information]