

# Security Breach Reassurance Letter

Date: [Insert Date]

Dear [Partner's Name],

We are writing to inform you about a recent security incident that may have involved your information. Our primary concern is the safety and security of our partners, and we want to reassure you that we take this matter very seriously.

On [Insert Date of Breach], we detected a potential breach of our security systems. Immediately upon discovery, we initiated our incident response plan, and our IT team has been working diligently to assess and contain the situation. We have taken steps to secure our systems and prevent further unauthorized access.

We want to emphasize that your data remains secure, and we have not found any evidence that your sensitive information has been compromised. We are working closely with cybersecurity experts to ensure that we continue to protect your information and maintain the trust you have placed in us.

Moving forward, we are committed to keeping you informed about any developments regarding this situation. We also encourage you to monitor your accounts and report any suspicious activity to us immediately.

If you have any questions or concerns, please feel free to reach out to us at [Insert Contact Information]. Thank you for your continued partnership and understanding.

Sincerely,

[Your Name]

[Your Title]

[Your Company]