

# Client Risk Warning Due to Data Breach

Date: [Insert Date]

Dear [Client's Name],

We are writing to inform you of a recent data breach that has potentially compromised your personal information.

On [Insert Date of Breach], we discovered unauthorized access to our systems. Although we are taking all necessary steps to address the situation, we believe it is important to inform you of the risks involved and suggest actions you can take to protect yourself.

We recommend that you:

- Change your passwords for any accounts that may have been affected.
- Monitor your financial statements for any unauthorized transactions.
- Consider enrolling in a credit monitoring service.

We take this matter very seriously and are committed to protecting your information. If you have any questions or need assistance, please do not hesitate to contact us at [Insert Contact Information].

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Title]

[Your Company]