

Unauthorized Account Activity Report

Date: [Insert Date]

To: [Recipient Name]

From: [Your Name]

Subject: Report of Unauthorized Online Account Activity

Dear [Recipient Name],

I am writing to report unauthorized activity on my online account associated with [Account Name or Email Address]. I noticed the following suspicious activities:

- Transaction on [Date] for [Amount] to [Merchant/Service]
- Login attempt from an unknown IP address: [IP Address]
- Change of account settings on [Date]

These activities were not initiated by me, and I am concerned about the potential compromise of my account. I kindly request that you investigate these incidents and take appropriate measures to secure my account.

Thank you for your attention to this matter. Please feel free to contact me at [Your Phone Number] or [Your Email Address] for any further information required.

Sincerely,

[Your Name]