

Notice of Potential Account Suspension

Dear [Reseller's Name],

We hope this message finds you well. We are writing to inform you that there are some concerns regarding your reseller account associated with the email address [Reseller's Email].

It has come to our attention that [briefly explain the reason for the potential suspension, e.g., "there have been multiple instances of policy violations" or "your account has shown abnormal transaction patterns"]. As a result, we are considering the suspension of your account.

We urge you to address this matter promptly. Please review your account activity and reach out to us with your feedback or any explanations you may have by [specific deadline, e.g., "November 1, 2023"].

If we do not hear back from you by this date, we may proceed with the suspension of your account.

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

Sincerely,

[Your Name]
[Your Title]
[Company Name]
[Contact Information]