

# Important Safety Alert

Date: [Insert Date]

Dear [Customer Name],

We are writing to inform you about a safety concern regarding one of our products. Please be advised that the following item has been identified as potentially hazardous:

**Product Name: [Insert Product Name]**

Product Code: [Insert Product Code]

Batch Number: [Insert Batch Number]

We recommend that you immediately stop using this product and return it to the store for a full refund or exchange. Your safety is our top priority, and we sincerely apologize for any inconvenience this may cause.

If you have any questions or need further assistance, please contact our customer service team at [Insert Contact Information].

Thank you for your understanding and cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Company]