

Notification of Required Network Access Credentials

Date: [Insert Date]

Dear [Recipient's Name],

We are writing to inform you that you need to provide your network access credentials in order to gain access to our systems. This is essential for maintaining the security and integrity of our network.

Please submit your network access credentials by [Insert Deadline Date]. You can send your information directly to [Insert Contact Email/Department]. If you have any questions or need assistance, do not hesitate to reach out.

Thank you for your immediate attention to this matter.

Sincerely,

[Your Name]

[Your Job Title]

[Your Company]