

Important Security Notification

Dear Valued Customer,

We are writing to inform you of a cybersecurity incident that may have involved your personal information. At [Company Name], safeguarding your data is our top priority, and we are taking this matter very seriously.

On [Date of Incident], we discovered unauthorized access to our systems, which may have compromised your information, including [specific information affected, e.g., name, email address, payment details].

We have already taken steps to secure our systems and are working closely with cybersecurity experts to investigate the incident. We recommend that you take the following precautions to protect your information:

- Change your passwords for all online accounts.
- Monitor your bank and credit card statements for suspicious activity.
- Enable two-factor authentication where possible.
- Consider enrolling in a credit monitoring service.

If you have any questions or need assistance, please do not hesitate to reach out to our customer support team at [Customer Support Contact Information].

We sincerely apologize for any inconvenience this may cause and appreciate your understanding as we work to resolve this matter.

Thank you for your continued trust in [Company Name].

Best Regards,

[Your Name]

[Your Position]

[Company Name]

[Company Contact Information]