

# Recovery of Lost Files

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are writing to inform you about the recent ransomware attack that affected our systems on [insert date of attack]. As a result, some of our important files were encrypted and rendered inaccessible.

We want to assure you that we are taking all necessary steps to recover the lost files and ensure the security of our data moving forward. Here are the actions we are currently taking:

- Engaging cybersecurity experts to assess and mitigate the impact.
- Attempting to restore files from backups created prior to the attack.
- Implementing enhanced security measures to prevent future incidents.

We are committed to transparency and will keep you updated on our recovery efforts. Please feel free to reach out to us at [insert contact information] if you have any questions or need further assistance.

Thank you for your understanding during this challenging time.

Sincerely,

[Your Name]

[Your Position]

[Your Company]