

Identity Theft Communication Letter

Date: [Insert Date]

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

[Bank Name]
[Bank Address]
[City, State, Zip Code]

Dear [Bank Manager's Name or Customer Service],

I am writing to inform you that I believe I am a victim of identity theft, and I need your assistance in addressing this matter. I recently discovered unauthorized transactions associated with my bank account.

Account Number: [Your Account Number]

Unauthorized Transactions:

- [Date] - [Transaction Description] - [Amount]
- [Date] - [Transaction Description] - [Amount]

I request that you investigate these transactions and take the necessary actions to secure my account. Please freeze my account to prevent further unauthorized access, and assist me in reverting the disputed charges.

Enclosed with this letter are copies of my identification and any relevant documents that support my claim. Please confirm receipt of this letter and inform me of the actions taken to resolve this issue.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name]