

# Notice of Line of Credit Termination

Date: [Insert Date]

To: [Client's Name]

Address: [Client's Address]

Dear [Client's Name],

We hope this message finds you well. We are writing to inform you that your line of credit with [Financial Institution Name] will be terminated effective [Termination Date] due to inactivity. Our records indicate that there have been no transactions or withdrawals in the past [Insert Time Period].

If you believe this action has been taken in error or if you would like to discuss this further, please do not hesitate to reach out to us at [Contact Information].

We appreciate your understanding in this matter.

Sincerely,

[Your Name]

[Your Title]

[Financial Institution Name]

[Contact Information]