

Alert: Credit Card Account Overdrawn

Dear [Customer Name],

We are writing to inform you that your credit card account number [XXXX-XXXX-XXXX-XXXX] has been overdrawn. As of [Date], your account balance is [\$Amount Overdrawn].

We advise you to take immediate action to avoid any further fees and to bring your account balance back to a positive status. You can make a payment using our online portal or by contacting customer service at [Customer Service Phone Number].

Your prompt attention to this matter is appreciated.

Sincerely,

[Your Company Name]

[Company Contact Information]