

Fraud Alert Notice

Date: [Insert Date]

Dear [Recipient's Name],

We are writing to inform you of a suspected fraud incident that may have affected your account with us.

Details of the incident:

- **Incident Date:** [Insert Date]
- **Account Number:** [Insert Account Number]
- **Description:** [Provide a brief description of the suspected fraud]

Please take the following actions to secure your account:

1. Change your account password immediately.
2. Monitor your account for any unauthorized transactions.
3. Contact our customer service team at [Insert Phone Number] for further assistance.

We take these matters very seriously and are committed to protecting your information. Your safety is our top priority.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Contact Information]