

[Your Company's Letterhead]

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We hope this message finds you well. We are writing to inform you that we have detected fraudulent activities associated with your account. Our security team has been alerted to suspicious transactions that are not consistent with your usual behavior.

We take such matters very seriously and are committed to protecting your information and assets. As a precaution, we have temporarily suspended certain activities on your account until we can confirm the legitimacy of these transactions.

Please contact us immediately at [Customer Service Phone Number] or [Customer Service Email] to discuss this matter further. We recommend that you change your password and review your recent transactions as well.

Thank you for your prompt attention to this serious matter. We appreciate your understanding and cooperation.

Sincerely,

[Your Name]

[Your Job Title]

[Your Company's Name]

[Contact Information]