

# Account Deactivation Notice

Dear [User's Name],

We regret to inform you that your account with [Company Name] has been deactivated as of [Date]. This action was taken due to [reason for deactivation, e.g., inactivity, violation of terms, etc.].

If you believe this deactivation is a mistake or if you have any questions, please contact our support team at [Support Email] or [Support Phone Number]. We're here to help.

Thank you for your understanding.

Sincerely,  
[Your Name]  
[Your Position]  
[Company Name]