

# Data Breach Notification Follow-Up

Date: [Insert Date]

Dear [Insert Recipient's Name],

We are writing to follow up on our previous notification regarding the data breach that occurred on [insert date of the breach]. At [Company Name], we take the security of your personal information very seriously, and we want to ensure that you are aware of the steps we have taken since the incident.

## Summary of the Breach

As previously communicated, the breach involved unauthorized access to [specific data affected]. We are committed to transparency as we rectify this situation.

## Actions Taken

- Immediate measures implemented to contain the breach.
- Investigation conducted with the assistance of cybersecurity experts.
- Notification made to affected individuals as per legal requirements.
- Strengthening security protocols to prevent future incidents.

## Recommended Follow-Up Actions

To protect your personal information, we recommend you:

- Change your passwords for all accounts associated with [Company Name].
- Monitor your financial statements and accounts for any suspicious activity.
- Consider enrolling in identity theft protection services.

## Support and Contact Information

We understand that this situation may cause concern, and we are here to help. If you have any questions or require further assistance, please do not hesitate to contact us at [insert contact information].

Thank you for your understanding and cooperation as we address this issue.

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Company Address]