

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Bank Manager's Name]

[Bank's Name]

[Bank's Address]

[City, State, ZIP Code]

Dear [Bank Manager's Name],

I am writing to formally complain about identity theft issues that have affected my bank account with [Bank's Name]. I have noticed several unauthorized transactions that I did not authorize or make. These incidents are deeply concerning and have caused me significant distress.

On [specific date(s)], I discovered the following unauthorized transactions:

- [Transaction details and amount]
- [Transaction details and amount]
- [Transaction details and amount]

I have taken immediate steps to secure my personal information and dispute these transactions. However, I urge you to investigate this matter thoroughly and assist me in resolving it swiftly. It is critical for me to restore my account's integrity and ensure the security of my personal information.

I would appreciate a prompt response to this complaint. Thank you for your attention to this serious matter.

Sincerely,

[Your Name]