

Formal Complaint Regarding Unauthorized Access to Personal Data

To Whom It May Concern,

I am writing to formally lodge a complaint regarding the unauthorized access to my personal data. It has come to my attention that my sensitive information may have been breached without my consent.

Details of the incident are as follows:

- **Date of Incident:** [Insert Date]
- **Type of Data Compromised:** [Describe Data]
- **How I Became Aware:** [Explain Circumstances]

I request an immediate investigation into this matter and a written response detailing the findings and any measures taken to prevent future occurrences. Additionally, please inform me of my rights regarding this situation under applicable data protection laws.

Thank you for your prompt attention to this serious issue.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]