

Identity Theft Claim Letter

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Bank/Company Name]

[Company Address]

[City, State, Zip Code]

Subject: Identity Theft Claim

Dear [Recipient's Name],

I am writing to formally report an identity theft incident that has affected my accounts with your institution. I believe that my personal information has been compromised, and I have noticed unauthorized transactions on my account.

Details of the incident are as follows:

- **Unauthorized Transactions:** [List of transactions]
- **Date of Occurrence:** [Dates]
- **Account Number:** [Your Account Number]

I have taken the following steps to resolve this matter:

- Filed a police report on [Date]
- Contacted the Federal Trade Commission (FTC) on [Date]
- Placed a fraud alert on my credit report

I kindly request your assistance in investigating this matter and rectifying any unauthorized transactions. Please find attached copies of the relevant documents [police report, FTC report, etc.].

Thank you for your prompt attention to this matter. I look forward to your swift response.

Sincerely,

[Your Name]