

# Notice of Money Market Account Shutdown

Date: [Insert Date]

To: [Account Holder's Name]

Account Number: [Insert Account Number]

Dear [Account Holder's Name],

We regret to inform you that your Money Market Account will be shut down effective [Insert Shutdown Date]. This decision has been made due to [Insert Reason for Shutdown].

Please withdraw your funds before the shutdown date to avoid any inconveniences. Should you have any questions or require assistance, feel free to contact our customer service at [Insert Contact Information].

We thank you for your understanding and for choosing [Bank/Institution Name].

Sincerely,

[Your Name]

[Your Position]

[Bank/Institution Name]