

# Notice of Data Security Violation

Dear Valued Customer,

We are writing to inform you of a recent incident that may have compromised your personal information. On [Date], we detected a security violation that resulted in unauthorized access to our systems.

What Information Was Involved:

- Your name
- Email address
- Account number
- Other relevant personal data

We take this incident very seriously and have taken immediate steps to secure our systems and prevent further unauthorized access. We are currently conducting a thorough investigation and will keep you updated as we learn more.

To protect yourself, we recommend that you take the following precautions:

- Change your passwords for your online accounts.
- Monitor your account statements for any suspicious activity.
- Consider placing a fraud alert on your credit report.

If you have any questions or need further assistance, please do not hesitate to contact our customer service team at [Customer Service Phone Number] or [Customer Service Email Address].

We sincerely apologize for any inconvenience this may cause and appreciate your understanding in this matter.

Thank you for your attention and continued trust in us.

Sincerely,  
[Your Company Name]