

[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Phone Number]
[Your Email Address]

[Date]

[Brokerage Firm Name]
[Fraud Department Address]
[City, State, Zip Code]

RE: Notice of Identity Theft and Request to Close Account
Account Number: [Your Account Number]

To Whom It May Concern,

I am writing to formally request the immediate closure of the above-referenced brokerage account. This account has been compromised due to identity theft.

I did not authorize the recent activity on this account. I am a victim of identity theft and have attached a copy of my Identity Theft Report/Police Report to support this claim.

Please perform the following actions immediately:

- Close the account permanently to prevent further unauthorized transactions.
- Ensure all remaining legitimate funds are transferred to me via [Check / External Verified Bank Account].
- Provide me with a written confirmation that the account has been closed and the final balance has been settled.
- Remove any fraudulent information or debts resulting from this identity theft from your records and credit reporting agencies.

I have also placed a fraud alert on my credit reports and am contacting the Federal Trade Commission. Please contact me immediately if you require additional information to complete this process.

Sincerely,

[Your Signature]

[Your Printed Name]

Enclosures:

- Copy of Police Report / FTC Identity Theft Report
- Copy of Government-issued ID