

[Company Letterhead]

[Date]

[Bank Name]

[Bank Address]

[City, State, Zip Code]

**RE: URGENT - Authorization to Close Compromised Corporate Account**

To the Account Management Department,

I am writing on behalf of [Company Name] to formally authorize the immediate closure of the following corporate bank account:

- **Account Name:** [Company Name]
- **Account Number:** [Account Number]
- **Account Type:** [e.g., Checking/Savings]

This request is being made because we have identified that the account has been compromised due to [unauthorized activity / security breach / fraudulent transactions]. For the protection of our corporate assets, we require this account to be terminated effective immediately.

Please transfer all remaining funds from the aforementioned account to our secure designated account listed below:

- **Receiving Bank:** [Bank Name]
- **Account Name:** [Company Name]
- **Account Number:** [New/Secure Account Number]
- **Routing Number:** [Routing Number]

Please provide written confirmation once the closure and fund transfer have been completed. If you require further verification or documentation, please contact me directly at [Phone Number] or [Email Address].

Thank you for your prompt attention to this urgent security matter.

Sincerely,

[Signature]

[Printed Name]

[Job Title]

[Company Name]