

[Date]

[Customer Name]

[Business Name]

[Address Line 1]

[City, State, Zip Code]

RE: NOTICE OF ACCOUNT CLOSURE - [Account Number]

Dear [Customer Name],

We are writing to inform you that [Financial Institution Name] has elected to close the account(s) associated with your business, effective [Date of Closure].

This decision has been made following a periodic review of your account activity. Based on our current internal risk management policies, the nature of your business activities has been classified as high-risk. As a result, we are no longer able to provide banking services for this specific business model.

Important Information Regarding Your Account:

- **Final Transactions:** Please ensure that all outstanding checks and automated payments (ACH) are settled prior to [Date of Closure]. Any transactions presented after this date will be returned unpaid.
- **Account Balance:** On the closure date, a check for the remaining balance in your account will be mailed to the address we have on file.
- **Access:** Your online banking access and associated debit cards will be deactivated on [Date of Closure].

We recommend that you transition your banking operations to another financial institution as soon as possible to avoid any disruption to your business.

If you have any questions regarding the logistics of this closure, please contact our customer service department at [Phone Number].

Sincerely,

[Name/Department]

[Financial Institution Name]