

[Date]

[Customer Name]

[Customer Address]

[City, State, Zip Code]

Subject: FINAL NOTICE: Impending Closure of Inactive Account - [Account Number]

Dear [Customer Name],

This is a formal final notice regarding the status of your account [Account Number] with [Company Name]. Our records indicate that this account has remained inactive for a period of [Number] months.

Despite our previous attempts to contact you, we have not recorded any activity on this account. As per our terms of service, accounts that remain inactive for prolonged periods are subject to permanent closure.

Action Required:

To keep your account active and prevent its closure, please log in and perform a transaction or contact our support team at [Phone Number/Email] no later than **[Deadline Date]**.

Consequences of Inaction:

- Your account will be permanently deactivated on [Date].
- Access to any associated data, history, or rewards will be lost.
- [Optional: Any remaining balance may be subject to state unclaimed property laws.]

If you no longer wish to maintain this account, no further action is required, and the account will be closed automatically on the date specified above.

Thank you for your immediate attention to this matter.

Sincerely,

[Your Name/Department Name]

[Company Name]