

IMPORTANT NOTICE REGARDING CHANGES TO YOUR ACCOUNT

Date: [Insert Date]

Customer Name: [Insert Name]

Account Number ending in: [Insert Last 4 Digits]

Dear [Customer Name],

This letter serves as formal notice under the Truth in Lending Act that we are making changes to the terms of your account agreement. Please review the changes outlined below carefully.

Summary of Changes

Feature	Current Terms	New Terms (Effective [Date])
Annual Percentage Rate (APR)	[Current %]	[New %]
Late Payment Fee	[Current Fee]	[New Fee]
Minimum Payment Calculation	[Current Method]	[New Method]
[Other Term]	[Current]	[New]

Why these changes are occurring:

[Insert brief reason, e.g., market conditions, credit profile review, or reference to index changes].

Your Right to Opt-Out:

If you do not agree to these changes, you have the right to reject them by notifying us in writing at [Insert Address] or calling [Insert Phone Number] by [Insert Deadline Date]. If you reject these changes, your account will be closed to new transactions, and you may pay off your remaining balance under the existing terms.

Please keep this notice with your account records.

Sincerely,

[Financial Institution Name]

[Customer Service Department]

[Contact Information]