

[Company Letterhead / Logo]

[Date]

[Recipient Name]

[Recipient Title]

[Recipient Organization]

[Address]

Subject: Confirmation of Cybersecurity Incident Resolution - [Incident Reference Number]

Dear [Recipient Name],

This letter serves as formal notification that the cybersecurity incident identified on [Date of Incident Discovery] has been officially resolved. Our technical teams and security partners have completed the necessary remediation steps to secure our systems and protect your data.

Incident Summary:

- **Nature of Incident:** [e.g., Ransomware, Unauthorized Access, Phishing]
- **Discovery Date:** [Date]
- **Resolution Date:** [Date]
- **Affected Systems/Data:** [Briefly describe scope]

Actions Taken:

Upon detection, we immediately initiated our incident response protocol. Actions taken include:

- Isolation of affected systems to prevent further spread.
- Removal of malicious software and unauthorized access points.
- Restoration of services from secure, verified backups.
- Implementation of enhanced security monitoring and multi-factor authentication.

Next Steps:

We have conducted a thorough post-incident analysis to prevent future occurrences. While we believe the threat has been neutralized, we recommend that you [e.g., reset passwords, monitor accounts, etc.].

The privacy and security of your information remain our highest priority. We regret any inconvenience this situation may have caused. If you have further questions regarding this matter, please contact our Security Support Team at [Phone Number] or [Email Address].

Sincerely,

[Signature]
[Name of Sender]
[Title]
[Organization Name]