

Date: [Insert Date]

To: [Customer Name]

Address: [Customer Address]

Account Number: [Insert Account Number]

Subject: Notification of Periodic Account Activity Review

Dear [Customer Name],

As part of our commitment to maintaining a secure banking environment, [Financial Institution Name] performs periodic reviews of account activity. These routine reviews ensure that our records are accurate and that all transactions align with our internal safety and compliance protocols.

Our records indicate that your account is currently undergoing a Continuing Activity Review. During this process, we may monitor transaction patterns to ensure they remain consistent with the stated purpose of the account.

Action Required:

At this time, no immediate action is required from you. However, our team may contact you via phone or secure message if additional information or documentation is needed to verify specific transactions.

Please ensure that your contact information on file is up to date. You can update your details by logging into your online banking portal or by visiting a local branch.

We appreciate your cooperation in helping us protect your account and the integrity of our financial network. If you have any questions regarding this notification, please contact our Compliance Department at [Phone Number] or [Email Address].

Sincerely,

[Your Name/Department]

[Title]

[Financial Institution Name]