

[Company Name]
[Address Line 1]
[City, State, Zip Code]
[Date]

[Customer Name]
[Customer Address]
[City, State, Zip Code]

Subject: Notification of Security PIN Reset for Card Ending in [Last 4 Digits]

Dear [Customer Name],

This letter is to formally confirm that the security Personal Identification Number (PIN) for your card ending in [Last 4 Digits] has been successfully reset. This action was taken following your report of a lost or compromised card on [Date].

For your security, please follow the instructions below:

- If you have received a replacement card, please activate it immediately using your new PIN.
- Ensure your new PIN is confidential and not shared with anyone.
- If you did not authorize this change, please contact our fraud department immediately at [Phone Number].

To protect your account, we recommend regularly monitoring your statements for any unauthorized transactions. If you notice any suspicious activity, notify us at once.

Thank you for your prompt attention to this security matter.

Sincerely,

[Name/Department]
[Company Name]
[Contact Information]