

[Company Name]  
[Department Name]  
[Company Address]  
[City, State, Zip Code]

[Date]

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

**Subject: Notification of Suspected Fraudulent Activity on Account [Account Number]**

Dear [Customer Name],

We are writing to inform you that our security system has detected suspicious activity on your account. As a security precaution, we have temporarily restricted certain features of your account while we conduct a formal investigation.

The activity in question involves the following:

- Date of Transaction/Activity: [Date]
- Description: [Description of suspicious activity]
- Amount (if applicable): [Amount]

To help us secure your account, please complete the following steps immediately:

1. Review your recent transaction history for any additional unauthorized activity.
2. Change your account password and security questions.
3. Contact our Fraud Department at [Phone Number] between [Hours of Operation] to verify your identity and discuss these transactions.

If we do not hear from you by [Date], we may be required to take further protective actions, including closing the account to prevent potential loss.

If you have already confirmed these transactions as legitimate, please disregard this notice or contact us to restore full access to your account.

Thank you for your prompt attention to this matter and for helping us keep your account secure.

Sincerely,

[Your Name/Signature]  
[Your Title]  
[Company Name]