

[Date]

[Bank Name]

[Branch Address]

[City, State, Zip Code]

RE: Notice of Account Termination

To the Account Management Department,

This letter serves as formal notification that [Bank Name] has decided to terminate your banking relationship and close the account(s) listed below, effective [Date]:

- Account Name: [Account Holder Name]
- Account Number: [Account Number]
- Account Type: [e.g., Checking/Savings]

This decision has been made following a recent review of your account activity. Specifically, we have identified a pattern of irregular wire transfer activity that does not align with our internal policies or risk management guidelines.

Please note the following regarding the closure process:

- **Final Balance:** Any remaining funds in the account, minus any outstanding fees or obligations, will be sent to your address on file via a cashier's check within [Number] business days.
- **Automatic Payments:** Please ensure all automated credits and debits (ACH) are redirected to another financial institution immediately to avoid returned item fees.
- **Account Access:** Your access to online banking and debit card usage will be restricted as of [Date].

If you have questions regarding the logistics of receiving your final balance, you may contact our customer service department at [Phone Number].

Sincerely,

[Authorized Signature]

[Name and Title]

[Bank Name]