

[Date]

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

Subject: Notice of Account Closure - Account Number: [Account Number]

Dear [Customer Name],

We are writing to formally notify you that [Financial Institution Name] has elected to close the account(s) listed above, effective [Date of Closure].

This decision has been made following a mandatory internal review. We have determined that your account is no longer in compliance with specific regulatory requirements and our internal risk management policies. Specifically, this action is taken due to:

- [Incomplete/Outdated Customer Due Diligence information]
- [Failure to provide requested documentation for regulatory verification]
- [Non-compliance with specific terms regarding international transactions]

Impact on Your Account:

As of the effective date, all access to this account will be restricted. Any outstanding checks, scheduled transfers, or automated payments presented after this date will be returned unpaid. We recommend you update your payment arrangements immediately to avoid any service disruptions with third parties.

Disposition of Funds:

Remaining funds in the account, minus any applicable fees or outstanding obligations, will be sent to your address on record via a cashier's check within [Number] business days following the closure date.

If you have questions regarding the logistics of this closure, please contact our Compliance Department at [Phone Number] or [Email Address]. Please note that we may be limited by law in the amount of specific detail we can provide regarding regulatory assessments.

Sincerely,

[Authorized Signature]
[Name of Officer]
[Title]
[Financial Institution Name]