[Company Letterhead / Logo]

Date: [Insert Date]

To: [Name of Recipient/Department Head]
Position: [Job Title]
Department: [Treasury/Risk Management/Finance]

Subject: ADVISORY: Net Stable Funding Ratio (NSFR) Shortfall Notification

Dear [Recipient Name],

This letter serves as an official advisory regarding the current Net Stable Funding Ratio (NSFR) for [Company/Institution Name]. As of the reporting period ending [Date], our internal monitoring has identified a shortfall in the required stable funding levels.

Status Overview:

- **Current NSFR Level:** [Insert Percentage]%
- **Regulatory Requirement:** [Insert Percentage]%
- **Variance/Shortfall:** [Insert Percentage]%

Identified Causes:
The shortfall is primarily attributed to [Briefly list reasons, e.g., increase in long-term illiquid assets, decrease in available stable funding, or market volatility].

Required Actions:
To restore compliance with regulatory standards and internal risk appetites, the following measures are recommended:

1. Adjustment of the funding mix to increase Available Stable Funding (ASF).
2. Review and potential reduction of assets requiring high levels of stable funding.
3. Review of maturity profiles for existing liabilities.

Next Steps:
A formal remediation plan must be submitted to the [Risk Committee/Board] by [Insert Date]. We will continue to monitor the ratio on a daily basis until the threshold is regained.

Please contact the Compliance or Treasury department if you require further data or clarification.

Sincerely,

[Signature]

[Name of Sender]
[Title/Position]
[Department Name]