

Date: [Insert Date]

To: [Customer Name/Business Name]

Address: [Customer Street Address]

City, State, Zip: [City, State, Zip Code]

Subject: Annual Review of Currency Transaction Reporting (CTR) Exemption

Dear [Contact Name],

This letter serves as formal notification regarding the annual review of your account's status as an "Exempt Person" under the Bank Secrecy Act (BSA) regulations concerning Currency Transaction Reporting (CTR).

In accordance with federal regulatory requirements, [Financial Institution Name] is required to conduct a periodic review of customers who have been granted an exemption from the filing of CTRs for large cash transactions. This review ensures that your business continues to meet the eligibility criteria for "Phase II" exempt persons as defined by FinCEN.

Our records currently indicate the following information for your business:

- **Tax Identification Number:** [Insert TIN]
- **Primary Business Activity:** [Insert Business Description]
- **Exemption Status:** [Exempt/Phase II]

Based on our internal review of your account activity over the past 12 months, we have determined that your business remains eligible for this exemption. No action is required on your part at this time. We will continue to monitor your account activity to ensure ongoing compliance with regulatory standards.

Please notify us immediately if there are any significant changes to your business structure, ownership, or the nature of your business operations, as these changes may affect your exempt status.

If you have any questions regarding this review, please contact the BSA Compliance Department at [Phone Number] or via email at [Email Address].

Sincerely,

[Signature]

[Name of Officer]

[Title]

[Financial Institution Name]