

[Date]

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

**Subject: Urgent Notice: Account Freeze Due to Suspicious Activity**

Dear [Customer Name],

This letter is to inform you that [Financial Institution Name] has temporarily frozen your account ending in [Last 4 Digits of Account Number], effective immediately.

We have taken this precautionary measure due to unusual or suspicious activity detected on your account. To protect your funds and personal information, all outgoing transactions, including ATM withdrawals, wire transfers, and debit card purchases, have been restricted.

**What you need to do:**

To verify your identity and review the recent transactions, please contact our Fraud Prevention Department as soon as possible at [Phone Number]. Our team is available [Hours of Operation].

When you call, please have the following information ready:

- Your account number
- A valid form of government-issued identification
- Details regarding your most recent authorized transactions

Please do not reply to this email or click on any links if this notification was received electronically. Only use the official phone number provided above or visit your local branch.

We apologize for any inconvenience this may cause, but this step is necessary to ensure the security of your account.

Sincerely,

[Name/Signature]  
[Title]  
[Financial Institution Name]