

[Date]

[Customer Name]

[Customer Address]

[City, State, Zip Code]

**Subject: Request for Additional Information - Enhanced Due Diligence**

Dear [Customer Name],

As part of our commitment to regulatory compliance and the security of our financial services, [Company Name] performs periodic reviews of account activity. To ensure our records remain accurate and up to date, we require additional information regarding your account profile.

Please provide the following documentation and information by [Deadline Date]:

- **Source of Wealth:** A description and supporting documentation (e.g., tax returns, inheritance documents, or sale of assets) explaining how your total net worth was accumulated.
- **Source of Funds:** Documentation identifying the origin of the funds used for specific transactions (e.g., pay stubs, bank statements, or investment dividends).
- **Nature of Business:** (For entity accounts) A detailed description of business operations and primary suppliers/customers.
- **Expected Account Activity:** An estimate of the monthly volume and value of incoming and outgoing transfers.
- **Ultimate Beneficial Ownership:** Updated identification for any individuals holding 25% or more ownership or control.

Please upload these documents via our secure portal at [Link] or send them as a password-protected attachment to [Email Address].

Please be advised that this is a routine regulatory requirement. However, failure to provide the requested information by the deadline may result in restrictions being placed on your account.

If you have any questions, please contact our compliance team at [Phone Number]. Thank you for your cooperation.

Sincerely,

[Sender Name]

[Title]

[Company Name]