

Date: [Insert Date]

To: [User Name/Account Holder Name]

Account Number/ID: [Insert ID]

Subject: Warning Letter for Breach of Terms Involving Business Use of Personal Account

Dear [User Name],

We are writing to formally notify you that your recent account activity has been flagged for a breach of our Terms of Service. Specifically, our records indicate that you are using your personal account for business or commercial purposes.

Per the agreement signed upon account opening, personal accounts are intended strictly for individual, non-commercial use. Section [Insert Section Number] of our Terms and Conditions prohibits the use of personal accounts for:

- Receiving payments for goods or services.
- Processing high-volume commercial transactions.
- Conducting payroll or business-related expenses.
- Representing a registered business entity.

The use of a personal account for business activities poses regulatory and operational risks. Consequently, we require you to immediately cease all business-related activity on this account.

Required Action:

To continue using our services, you must either:

1. Transition your business activities to a designated Business Account.
2. Revert the current account usage to personal purposes only.

Please be advised that failure to comply with this warning or continued business usage may result in the restriction or permanent closure of your account without further notice.

If you believe this is an error or if you wish to apply for a Business Account, please contact our support team at [Insert Contact Details] by [Insert Deadline Date].

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name/Department Name]

[Company Name]