

Formal account termination notification

Subject: Account Termination Notification

Dear [Recipient Name],

We regret to inform you that your account with [Company Name] will be terminated effective [Date].

This decision has been made due to repeated violations of our terms of service.

Please ensure that you withdraw any remaining balance and settle outstanding obligations before the termination date. Access to your account will be disabled after [Date].

We appreciate your understanding and cooperation.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

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