

Subject: Notice of Blacklisting

Dear [Recipient's Name],

We hope this message finds you well.

We are writing to inform you that, as of [date], your account with [Company/Organization Name] has been officially blacklisted due to [reason for blacklisting]. This means that we will no longer engage in any business activities or collaborations with your party.

We understand that this decision may be surprising; however, it stems from [brief explanation of the situation, if applicable].

If you believe this action was taken in error or would like to discuss the matter further, please contact us at [contact information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Company/Organization Name]

[Contact Information]

[Date]