

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Company Name]
[Company Address]
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally request identity theft protection services due to potential risks associated with my personal information.

On [Date of Incident], I discovered [describe the situation briefly, e.g., unauthorized charges, notice of account issues, etc.]. Given these events, I believe it is imperative to take proactive measures to safeguard my identity.

I kindly ask that you provide me with information regarding the identity theft protection services available, including the steps I need to take to enroll, any fees associated, and the extent of coverage offered.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]