# **Business Email Compromise (BEC) Email Notification to Bank Template Part of the BEC Incident Response Toolkit**

Subject: Immediate Action Required: Fraudulent Transaction Alert

**Dear [Bank Name],**

**I am writing to alert you about a fraudulent transaction that was recently conducted using our account due to a Business Email Compromise (BEC) incident.**

**Details of the fraudulent transaction:**

**- Date and Time of Transaction: [Insert Transaction Details]**

**- Amount Transferred: [Insert Amount]**

**- Receiver Account Number: [Insert Account Number]**

**- Bank Name and Branch (if known): [Insert Bank Details]**

**We believe this transaction to be fraudulent and request an immediate investigation. Our aim is to freeze and, if possible, reverse the transaction to prevent financial loss.**

**Please find attached a detailed report of the transaction and circumstances leading to this incident.**

**Your prompt action in this matter is greatly appreciated.**

**Sincerely,**

**[Your Name]**

**[Your Position]**

**[Your Contact Information]**