

Subject: Urgent: Trade Unsettlement Notification

From: John Doe, Settlements Team, Bank 1

To: Operations Team, Bank 2

CC: Trade Support Team, Bank 1

Dear Bank 2 Ops Team,

We would like to bring to your attention that the following trade remains unsettled as of today. Kindly review the details and provide an update on the settlement status at the earliest.

Trade Details:

[See Screenshot Below]

Issue: The trade was expected to settle on [Settlement Date], but it has not been processed successfully. We request you to investigate the reason for the delay and advise on the next steps required to complete the settlement.

Requested Action:

1. Please confirm the status of the trade.
2. Provide any required actions from our end to facilitate the settlement.
3. If there are any discrepancies, kindly highlight them for resolution.

Your prompt attention to this matter would be highly appreciated. Kindly acknowledge receipt of this email and provide an update by [Response Deadline].

Best regards,

John Doe

Settlements Team

Bank 1

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Trade Settlement System - Unsettled Trades			
Trade Date	Quantity	ISIN	Custodian Account
2025-03-20	100	US1234567890	023077856603.Y9
2025-03-19	250	GB0987654321	023090008199.T3
2025-03-18	175	FR5647382910	023064732983.F6
2025-03-17	300	JP1827364556	023089841663.B1
2025-03-16	225	DE1122334455	023080476874.C3

**Trade Reference Details**

Internal Ref No	External Ref No	Amount
IRN29647	ERN58940	15985.00 USD
IRN40729	ERN61374	22983.00 USD
IRN78662	ERN98037	35921.00 USD
IRN34641	ERN61207	13858.00 USD
IRN65481	ERN72922	45847.00 USD