

# Contoso Bank

P.O. Box 43006  
Redmond, Washington 98052

02/18/2024

John Doe  
1822 S Purplecat Island Ave  
Chicago, IL 60608, USA

Dear John Doe,

We hope this notice finds you well. It is always our pleasure to serve our customers. We are writing to let you know that your account ending in 1234 has reached a balance of \$99.99. We thank you for being a member of Contoso Bank. If you have any questions, please do not hesitate to contact us.

Sincerely,  
Contoso Bank

Contoso Bank  
123 Main Street  
Redmond, WA 98052