

Urgent Product Recall Notification

Date: [Insert Date]

Dear Customer,

We are writing to inform you of an urgent recall regarding the following product(s) you may have purchased:

- Product Name: [Insert Product Name]
- Model/Batch Number: [Insert Model/Batch]
- Purchase Date: [Insert Date]

Reason for Recall

[Briefly describe the issue or concern that has prompted the recall, e.g., potential safety risk, defect, etc.]

What You Should Do

- Immediately stop using the product.
- Locate the product and check the model/batch number to confirm if your purchase is affected.
- Contact our customer support team at [Insert Contact Details] for instructions on how to return or replace the product.
- Follow any further safety or return instructions provided by our team.

Support

We apologize for any inconvenience this may cause. Your safety is our top priority. If you have any questions or require assistance, please contact us at [Insert Contact Email/Phone].

Sincerely,

[Your Company Name]

[Contact Information]