

[Your Name/Law Firm Name]

[Address]

[City, State, Zip Code]

[Phone Number]

[Email Address]

[Date]

[Bank/Financial Institution Name]

[Legal Department/Compliance Department]

[Address]

[City, State, Zip Code]

RE: Formal Letter of Representation and Notice of Contest regarding Asset Freeze

Account Holder: [Full Name of Account Holder]

Account Number(s): [List Account Numbers]

Reference/Case Number: [If applicable]

To whom it may concern,

Please be advised that this office represents [Client Name] regarding the recent freeze placed on the above-referenced accounts. This letter serves as formal notice of representation and a demand for the immediate investigation and release of the restricted funds.

We contest the freezing of these assets on the following grounds:

- [Reason 1: e.g., Lack of legal basis or court order]
- [Reason 2: e.g., Error in identity or account association]
- [Reason 3: e.g., Funds are exempt from execution/seizure under law]

The freeze has caused and continues to cause significant financial hardship and irreparable harm to our client. We request that you provide the following information within [Number] business days:

1. The specific legal authority or internal policy cited for the freeze.
2. Copies of any notices, levies, or court orders served upon the institution regarding these accounts.
3. The total amount currently being withheld.

We are prepared to provide any necessary documentation to verify the legitimacy of the funds and resolve this matter amicably. However, should the freeze not be lifted immediately, our client reserves the right to pursue all available legal remedies, including claims for damages and attorney fees.

Please direct all future correspondence regarding this matter to my office.

Sincerely,

[Signature]

[Printed Name]

[Title/Bar Number if Lawyer]