

# ATM Card Renewal Process Clarification

Dear [Customer's Name],

We hope this message finds you well. We would like to clarify the process for the renewal of your ATM card, as we understand that some customers may have questions regarding this procedure.

## Steps for ATM Card Renewal:

1. Review your current ATM card expiration date.
2. Visit our nearest branch or access our online banking portal.
3. Submit a request for renewal of your ATM card.
4. Provide necessary identification and any additional documents required.
5. Receive confirmation of your request and estimated delivery date for your new card.

If you have any further questions or require assistance, please do not hesitate to contact our customer service team at [Customer Service Number] or [Customer Service Email].

Thank you for being a valued customer.

Sincerely,

[Your Bank's Name]