

Creditor Information Update Confirmation

Date: [Insert Date]

To: [Creditor's Name]

Address: [Creditor's Address]

Dear [Creditor's Name],

We are writing to confirm that we have successfully updated your creditor information in our records as of [Insert Update Date]. Please find the updated details below:

- **Creditor Name:** [Updated Creditor Name]
- **Account Number:** [Updated Account Number]
- **Contact Number:** [Updated Contact Number]
- **Email Address:** [Updated Email Address]
- **Billing Address:** [Updated Billing Address]

If you have any questions or require further assistance, please do not hesitate to contact us at [Your Contact Information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[Your Contact Information]