

Dear [Customer Name],

We are writing to confirm that your billing address has been successfully amended. The new billing address is as follows:

[New Billing Address]

If you did not request this change or if you have any questions, please do not hesitate to contact us at [Customer Service Phone Number] or [Customer Service Email].

Thank you for your attention to this matter.

Sincerely,

[Your Company Name]

[Your Company Address]

[Your Company Phone Number]

[Your Company Email]