

Dear [Subscription Service Team],

I hope this message finds you well. I am writing to inquire about changing my payment method for my subscription account with the following details:

**Name:** [Your Name]

**Email:** [Your Email]

**Account Number:** [Your Account Number]

I would like to change my current payment method from [Current Payment Method] to [New Payment Method]. Please let me know the steps I need to follow to complete this process.

Thank you for your assistance.

Best regards,

[Your Name]

[Your Contact Information]