

# Debt Cancellation Acknowledgment

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

To: [Credit Card Company Name]

[Credit Card Company Address]

[City, State, Zip Code]

Subject: Acknowledgment of Debt Cancellation

Dear [Credit Card Company Name],

I am writing to formally acknowledge the cancellation of my debt on my credit card account number [Insert Account Number]. I appreciate your confirmation that the remaining balance of [Insert Amount] has been cleared as of [Insert Cancellation Date].

Thank you for your assistance in this matter. I look forward to receiving written confirmation of the cancellation for my records.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]