

Credit Card Balance Transfer Update

Date: [Insert Date]

Dear [Customer's Name],

We are writing to inform you about the status of your recent balance transfer request. We appreciate your patience during this process.

Your balance transfer of [Insert Amount] from [Insert Old Credit Card Issuer] to your [Insert New Credit Card Issuer] account has been completed successfully. The details of your transaction are as follows:

- Transaction Date: [Insert Date]
- New Balance: [Insert New Balance]
- Transfer Fee: [Insert Any Fees, if applicable]

Please ensure to review your statement for any updates and feel free to reach out if you have any questions or concerns regarding your account.

Thank you for choosing [Insert Company Name]. We are here to serve your financial needs.

Sincerely,

[Insert Your Name]

[Insert Your Position]

[Insert Company Name]

[Insert Contact Information]