

Credit Card Cancellation Confirmation

Date: [Insert Date]

To: [Cardholder Name]

Address: [Cardholder Address]

Dear [Cardholder Name],

We are writing to confirm the cancellation of your credit card account ending in [Last Four Digits of Card]. Your cancellation request has been processed successfully, and your account will no longer be active.

Final Statement

Please find below the details of your final account statement:

Description	Amount
Outstanding Balance	[Outstanding Amount]
Payments Received	[Payments Amount]
Credits	[Credits Amount]
Total Amount Due	[Total Amount]

If you have any questions regarding this cancellation or the final statement, please do not hesitate to contact our customer service team at [Customer Service Phone Number] or [Customer Service Email].

Thank you for being a valued customer.

Sincerely,

[Your Company Name]

[Your Company Address]

[Your Company Phone Number]