

Letter of Inquiry for Credit Card PIN Reset

Date: [Insert Date]

To: [Bank Name]

Customer Service Department

[Bank Address]

[City, State, Zip Code]

Dear Customer Service,

I hope this message finds you well. I am writing to inquire about the process to reset the PIN for my credit card associated with my account number [Insert Account Number].

Due to [briefly explain reason, e.g., "misplacement of my current PIN" or "security concerns"], I would like to request assistance in resetting my PIN to regain access to my account.

Please let me know the required steps to complete this process, as well as any verification measures needed to confirm my identity.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email Address]