

Transaction History Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To: [Credit Card Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Credit Card Company],

I am writing to request a detailed transaction history for my credit card account. My account number is [XXXX-XXXX-XXXX-XXXX]. I would like to receive the transactions from [Start Date] to [End Date].

Please send the information to my address listed above or to my email address ([Insert Email Address]).

Thank you for your assistance.

Sincerely,

[Your Name]