

Important Notice: Credit Card Renewal

Dear [Customer Name],

We hope this message finds you well. We are reaching out to inform you that your credit card ending in **** [last four digits] has expired as of [expiration date].

To ensure uninterrupted service and continued access to your account, we encourage you to renew your credit card at your earliest convenience.

Steps to Renew Your Credit Card:

1. Log in to your account on our website.
2. Navigate to the 'Credit Card Services' section.
3. Select the option to renew your expired credit card.
4. Follow the prompts to complete the process.

If you need assistance, please do not hesitate to contact our customer service team at [customer service phone number] or [customer service email].

Thank you for choosing [Bank Name]. We appreciate your prompt attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Bank Name]

[Contact Information]