

Credit Card Renewal Verification

Date: [Insert Date]

To Whom It May Concern,

This letter is to formally verify the renewal of the credit card associated with the account number ending in [Last Four Digits]. The card has been expired since [Expiration Date], and we are initiating the renewal process.

Please find the required information below:

- Account Holder Name: [Your Name]
- Account Number: [XXXX-XXXX-XXXX-XXXX]
- Expiration Date: [Old Expiration Date]
- New Expiration Date: [New Expiration Date]

Should you require any further information or documentation to process this renewal, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your prompt assistance in this matter.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]