

Letter of Approval

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally approve the electronic delivery of my credit card statements. I understand that this service will allow for more timely access to my statements and reduce paper waste.

By opting in for electronic delivery, I acknowledge that I will receive my statements via the email address provided above. I assume full responsibility for ensuring my email account is secure and that I regularly check for statements.

Thank you for your attention to this matter. I look forward to the convenience of receiving my credit card statements electronically.

Sincerely,

[Your Name]