

# Inquiry for Credit Card Account Verification

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

To: [Credit Card Company Name]

[Company Address]

[City, State, Zip Code]

Subject: Inquiry for Credit Card Account Verification

Dear [Customer Service Department],

I hope this message finds you well. I am writing to request verification of my credit card account details. My account number is [Insert Account Number]. I would like to confirm the status of my account and ensure that all information is accurate and up to date.

Please let me know if there is any documentation or information you require from my side to facilitate this verification process.

Thank you for your assistance. I look forward to your prompt response.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]