

Credit Card Payment Address Update

Date: [Insert Date]

To: [Credit Card Company Name]

Address: [Credit Card Company Address]

Dear Customer Service,

I am writing to inform you that I have recently relocated and need to update my credit card payment address. My account details are as follows:

- Account Holder Name: [Your Name]
- Account Number: [Your Account Number]
- Previous Payment Address: [Your Previous Address]
- New Payment Address: [Your New Address]

I kindly request that you update my account with the new payment address to ensure that I continue to receive my statements and correspondence without interruption.

Thank you for your attention to this matter. Please confirm once my address has been updated.

Sincerely,

[Your Name]

[Your Phone Number]

[Your Email Address]