

Credit Card Limit Usage Summary

Date: [Insert Date]

Dear [Cardholder's Name],

We are pleased to provide you with a summary of your credit card limit usage for the billing cycle ending [Insert Date]. Below are the details:

Account Information

Account Number: **** * [Last Four Digits]

Credit Limit: \$[Insert Credit Limit]

Usage Summary

- Total Balance: \$[Insert Total Balance]
- Available Credit: \$[Insert Available Credit]
- Credit Utilization: [Insert Percentage]%

Transaction Highlights

Date	Description	Amount
[Insert Date]	[Insert Description]	[\$[Insert Amount]]

Thank you for choosing our services. If you have any questions regarding your account, please feel free to contact us.

Sincerely,

[Your Company Name]

Customer Service Team