Credit Card Authorization Letter

Dear [Merchant],

I am writing to authorize a transaction on my credit card for the purchase of [product/service]. The total amount of the transaction is [amount in currency], and it will be charged to my credit card account ending in [last four digits of the card number].

I understand that by authorizing this transaction, I am liable for the full amount and any associated fees or charges. I also confirm that I have received and agree to the terms and conditions of the purchase.

Please let me know if any further information is required to complete the transaction. Thank you for your assistance.

Sincerely,

[Your name]