

Credit Card Cancellation Letter

Dear [Credit Card Company],

I am writing to request the cancellation of my credit card account, which is currently associated with the following details:

- Name on Account: [Your Name]
- Credit Card Number: [Card Number]
- Account Number: [Account Number]

I have decided to cancel this credit card due to [insert reason for cancellation here, such as financial hardship, a change in personal circumstances, or dissatisfaction with the card's terms and conditions]. As a result, I no longer require the services of this credit card.

Please confirm the cancellation of my account in writing and provide me with any information I need to know, such as any outstanding balances or fees that may be due. Additionally, I would like to request that you close this account and not issue any further statements or charges to this account.

I appreciate your prompt attention to this matter. Please let me know if you need any further information from me.

Sincerely,

[Your Name]