

Dear Sir/Madam

Change of credit card information

I/We have changed the credit card account from which my/our regular payments are deducted. With immediate effect, please amend your records to make sure all future payments are deducted from my/our new credit card account.

My/Our current credit card account details:

Financial institution:

Account number:

Credit card number:

Expiry date:

My/Our new credit card account details:

Financial institution:

Account name:

Credit card number:

Expiry date:

I/We confirm that I/we am/are authorised to operate the account represented by the credit card number and expiry date shown above (my/our new credit card account details).

If you have any questions, please contact me on

Thank you for your assistance

Yours sincerely