

[Date]

[Customer Name]

[Customer Address]

[City, State, Zip Code]

Subject: Confirmation of Updated Payment Method

Dear [Customer Name],

This letter is to confirm that we have successfully updated the payment information for your account [Account Number].

Our records previously indicated that your registered payment method had expired. Following your recent update, your new payment details are now active and will be used for all future billing cycles starting from [Effective Date].

Summary of Change:

- Account Status: Active
- Payment Method: [Card Type ending in Last 4 Digits]
- Next Billing Date: [Date]

No further action is required from your side. You can continue to enjoy your services without interruption.

If you did not authorize this change or if you have any questions, please contact our billing department immediately at [Phone Number] or [Email Address].

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name/Department]

[Company Name]