

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Credit Card Company Name]
[Company Address]
[City, State, Zip Code]

Subject: Request for Cancellation of Credit Card Benefits

Dear [Customer Service Department/Specific Contact Name],
I hope this letter finds you well. I am writing to formally request the
cancellation of my credit card benefits associated with my account
[Account Number].

Due to [brief reason for cancellation], I have decided to discontinue
these benefits. I would appreciate your confirmation of this cancellation
and any further details I should be aware of.

Thank you for your assistance.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]