

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

Subject: Acceptance of Credit Card Promotional Offer

Dear [Credit Card Company Name],

I am writing to formally accept the promotional offer for the [specific credit card name] that I received on [date of offer receipt]. I am excited about the benefits and rewards associated with this card and look forward to utilizing it for my purchases.

Please find my details below:

- Full Name: [Your Full Name]
- Address: [Your Address]
- Social Security Number: [SSN] (if required)
- Date of Birth: [Your Date of Birth]

I understand the terms and conditions outlined in the offer, including [briefly mention key terms, e.g., interest rates, annual fees, promotional period]. Please let me know if you require any further information to process my application.

Thank you for your assistance. I look forward to your prompt response.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]