

[Your Full Name]
[Your Address]
[City, State, Zip Code]
[Your Phone Number]
[Date]

[Bank Name]
[Bank Address]
[City, State, Zip Code]

Subject: Request for Expedited Reissuance of Expired Debit Card

To Whom It May Concern,

I am writing to formally request the reissuance of my debit card associated with account number [Your Account Number]. My current debit card, ending in [Last 4 Digits of Card], expired on [Expiration Date].

As I am currently without access to my funds for daily transactions, I kindly request that the delivery of my new card be expedited. I understand that there may be a fee associated with rush shipping and I hereby authorize [Bank Name] to deduct the necessary amount from my account to cover this cost.

Please send the new card to my registered address on file. If there are any issues or if further verification is required, please contact me immediately at [Your Phone Number].

Thank you for your prompt assistance in this matter.

Sincerely,

[Your Signature]

[Your Printed Name]