

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

[Date]

[Bank Name]
[Credit Card Department Address]
[City, State, Zip Code]

Subject: Confirmation of Credit Card Application Cancellation

To Whom It May Concern,

I am writing to formally request the current status of my credit card application cancellation. I previously submitted a request to cancel my application for the [Name of Credit Card] on [Date of Cancellation Request].

Application Details:

- Application Reference Number: [Reference Number]
- Date of Original Application: [Application Date]
- Full Name: [Your Full Name]

Please provide written confirmation that the application has been successfully withdrawn and that no further processing will occur. Additionally, please confirm that this cancellation will not negatively impact my credit report or that any hard inquiries associated with this specific application have been addressed according to your policy.

I look forward to receiving a status update regarding this matter at your earliest convenience.

Sincerely,

[Your Signature]

[Your Printed Name]