

[Your Name]
[Your Address]
[Your Phone Number]
[Your Email Address]
[Date]

To,
The Data Protection Officer / Grievance Officer
[Bank Name]
[Bank Address]

Subject: Formal Grievance Regarding Unsolicited Credit Card and Data Privacy Breach

Dear Sir/Madam,

I am writing to formally lodge a complaint regarding an unsolicited credit card I received from your institution (Card Type: [Mention Card Type, if known]) on [Date].

I wish to state that I have never applied for this credit card, nor have I provided any consent to [Bank Name] to process my personal data for the issuance of this product. This action constitutes a serious breach of my data privacy and a violation of applicable data protection laws.

I request you to take the following actions immediately:

- Cancel the unsolicited credit card and ensure no charges or fees are levied against my name.
- Provide details regarding the source from which my personal data was obtained.
- Confirm whether my personal data has been shared with any third parties or credit bureaus in relation to this unsolicited application.
- Permanently delete my personal information from your marketing and sales databases.

Please provide a written confirmation and a resolution report within [Number, e.g., 7 or 15] working days. Failure to address this grievance will compel me to escalate this matter to the [Relevant Regulatory Authority/Data Protection Authority].

Yours sincerely,

[Your Signature]

[Your Printed Name]