
Credit Card Authorization Release Letter

Michael Anderson
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Denver, CO, 80203
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303-555-1234
October 4, 2024


Premier Fitness Center
789 Gym Lane
Denver, CO, 80204

To Whom It May Concern,

I, **Michael Anderson**, am writing to formally revoke the authorization previously granted to **Premier Fitness Center** for charging my credit card for any and all services or transactions. This cancellation is effective immediately as of **October 4, 2024**.

Details of the authorization being revoked are as follows:

- **Cardholder's Name:** Michael Anderson
- **Credit Card Type:** Visa
- **Credit Card Number:** xxxx-xxxx-xxxx-6789
- **Expiration Date:** 12/2026



Please cease all transactions and cancel any recurring charges associated with this authorization immediately. I ask that you confirm the cessation of all activities related to this authorization by contacting me at the information provided above.

Thank you for your prompt attention to this matter. Should you require any further information to complete this request, please do not hesitate to contact me directly.

Sincerely,

[Michael Anderson's Signature (if sending a hard copy)]

Michael Anderson