

Inquiry Regarding Flexible Billing Cycle Options

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Company Name]

[Company Address]

[City, State, ZIP Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to inquire about the flexible billing cycle options available for [specific service or product]. As a valued customer, I would like to explore possible alternatives that may better suit my financial planning.

Could you please provide information on the different billing cycles you offer? Additionally, I would appreciate any details regarding any associated fees or conditions that apply.

Thank you for your attention to this matter. I look forward to your prompt response.

Best regards,

[Your Name]