

Subject: Request for Assistance with Lost Subscription Access Credentials

Dear [Recipient's Name],

I hope this message finds you well. I am writing to seek your assistance regarding my subscription account. Unfortunately, I have lost access to my subscription credentials and am unable to log in to my account.

My account details are as follows:

- Name: [Your Name]
- Email Address: [Your Email Address]
- Subscription Type: [Your Subscription Type]

I would greatly appreciate it if you could guide me on how to recover my access credentials at your earliest convenience. If you require any further information to verify my identity, please let me know.

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

Best regards,

[Your Name]

[Your Phone Number]