

Service Charge Waiver Inquiry

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To: [Service Provider's Name]

[Service Provider's Address]

[City, State, Zip Code]

Dear [Service Provider's Name],

I hope this message finds you well. I am writing to formally request a waiver of my service charges due to a significant loss of income that I have recently experienced.

Due to [briefly explain situation, e.g., job loss, reduced hours], my financial situation has changed drastically. This has made it increasingly difficult for me to meet my regular financial obligations, including the service charges associated with my account.

Therefore, I kindly request your consideration of my current circumstances and hope to discuss the possibility of waiving or reducing these charges for the time being.

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

Sincerely,

[Your Name]