

Credit Card Limit Adjustment Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Credit Card Issuer's Name]

[Credit Card Issuer's Address]

[City, State, Zip Code]

Dear [Credit Card Issuer's Name],

I am writing to formally request an adjustment to my credit card limit on my account #[Insert Account Number]. I am planning to travel for [mention purpose, e.g., business, vacation] from [start date] to [end date] and anticipate having increased travel expenses during this period.

Currently, my limit is [current limit], which may not be sufficient to cover my travel-related expenses such as accommodations, transportation, and other necessities. I kindly request an increase in my limit to [desired limit].

Thank you for considering my request. I appreciate your assistance and look forward to your prompt response.

Sincerely,

[Your Name]