

Your Name
Your Address
City, State, ZIP Code
Email Address
Phone Number
Date

Credit Card Issuer Name
Address of Issuer
City, State, ZIP Code

Dear [Credit Card Company Customer Service/Specific Name],

I hope this message finds you well. I am writing to formally request an increase in my credit line for my account ([Your Account Number]). I have been a customer for [length of time] and have consistently made my payments on time.

Given my current financial situation and increased expenses, an elevated credit limit would greatly assist me in managing my finances more effectively. I believe my history with your company demonstrates my responsibility in handling credit.

I appreciate your consideration of my request and look forward to your positive response. Please feel free to contact me at [Your Phone Number] or [Your Email Address] should you need any further information.

Thank you for your attention to this matter.

Sincerely,
[Your Name]