

Request for Reduction of Fitness Center Fees

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Email Address]

[Your Phone Number]

To Whom It May Concern,

I hope this message finds you well. I am writing to formally request a reconsideration of my current membership fees at [Fitness Center Name]. Due to [briefly explain your situation, e.g., financial difficulties, job loss, etc.], I am experiencing challenges in maintaining my membership.

I have greatly enjoyed being a part of your fitness community and have seen significant benefits to my health and wellbeing. However, due to my current financial circumstances, I kindly request any possible adjustments or reductions to my membership fees.

I appreciate your understanding and consideration of my request. Thank you for your time, and I look forward to your response.

Sincerely,

[Your Name]