

Proposal for Lower Loan Administrative Fees

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to propose a reduction in the administrative fees associated with my current loan agreement. After reviewing the terms of my loan and considering my financial situation, I believe that a lower fee would benefit both parties.

Currently, the administrative fees are set at [Current Fee Amount]. However, comparable institutions offer lower fees for similar services, typically in the range of [Proposed Fee Amount]. This reduction would make a significant positive impact on my ability to manage my loan.

I appreciate the services provided by [Company Name] and have been a loyal customer for [time period]. I believe that a reconsideration of these fees would strengthen my relationship with your institution and enhance my overall satisfaction.

Thank you for considering my proposal. I look forward to your positive response and am open to discussing this matter further.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email Address]