

# Request for Annual Fee Waiver Consideration

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Company/Organization Name]

[Company Address]

[City, State, ZIP Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally request consideration for a waiver of the annual fee associated with [specific service, membership, or account] that I currently hold with [Company/Organization Name].

Due to [brief explanation of the circumstances, e.g., financial hardship, unforeseen circumstances], I am currently facing challenges that have made it difficult for me to meet this financial obligation. I have greatly benefited from [Company/Organization Name]'s services and would like to continue my association moving forward.

I kindly ask you to consider my situation and grant me a waiver for this year's annual fee. I appreciate your understanding and assistance in this matter.

Thank you very much for your attention to this request. I look forward to your positive response.

Sincerely,

[Your Name]