

Credit Facility Enhancement Appeal

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Bank Name]

[Bank Address]

[City, State, Zip Code]

Dear [Bank Manager's Name],

I am writing to formally request an enhancement to my current credit facility with [Bank Name]. As a valued customer since [Year], I have consistently maintained a good relationship with your institution and have demonstrated my commitment to repaying my obligations.

Due to [briefly explain reason, e.g., expanding business needs, market opportunities, etc.], I believe that an enhancement of my credit facility will enable me to [explain how the enhancement will help you, e.g., invest in growth, manage cash flow better, etc.].

Currently, my credit facility stands at [current amount] but I kindly request an increase to [requested amount] to support my objectives.

I have attached all relevant documentation to support my request, including [list any attached documents, such as financial statements, business plans, etc.].

Thank you for considering my appeal. I look forward to your positive response and am happy to discuss this matter further.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Name]