

Credit Card Balance Transfer Inquiry

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Bank Name]

[Bank Address]

[City, State, Zip Code]

Dear Customer Service,

I am writing to inquire about the balance transfer options available for my credit card account ([Your Account Number]). I am interested in understanding the terms, fees, and any promotional interest rates associated with transferring my existing credit card balances to your institution.

Could you please provide me with the necessary information regarding the following:

- The interest rates applicable to balance transfers.
- Any fees associated with the transfer process.
- The duration of any promotional rates, if applicable.
- Any necessary forms or actions required on my part to initiate the transfer.

Thank you for your assistance. I look forward to your prompt response.

Sincerely,

[Your Name]