

Balance Transfer Proposal

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Bank Name]

[Bank Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally propose a balance transfer from my existing credit card with [Current Credit Card Company] to a new credit card with [Your Bank Name]. I believe that this transfer will help me manage my finances more effectively and take advantage of the lower interest rates offered by your institution.

My current credit card has a balance of [Current Balance], with an interest rate of [Current Interest Rate]. I would like to inquire about the possibility of transferring this balance to your credit card, which offers a promotional rate of [Promotional Interest Rate] for the first [Promo Duration].

Additionally, I would like to discuss any fees associated with this balance transfer and any benefits I may receive by choosing your card for my credit needs.

I appreciate your consideration of my request and look forward to your prompt response regarding the next steps.

Thank you for your attention to this matter.

Sincerely,

[Your Name]