

Request for Annual Credit Card Fee Exemption

Your Name
Your Address
City, State, ZIP Code
Email Address
Phone Number
Date

Customer Service Department
[Bank's Name]
[Bank's Address]
City, State, ZIP Code

Dear Customer Service Team,

I hope this message finds you well. I am writing to formally request an exemption from the annual fee associated with my credit card, account number [XXXXXXXXXXXX]. As a loyal customer of [Bank's Name] for [number] years, I have greatly appreciated the services you provide.

Due to [brief reason for request, e.g., financial difficulties, a commitment to maintain good credit, etc.], I kindly ask for your consideration in waiving the annual fee for this year. My usage of the card has been consistent, and I have always made my payments on time, further demonstrating my commitment to maintaining a good account status.

I would appreciate any assistance you can provide regarding this matter, and I look forward to your positive response. Thank you for your understanding and support.

Sincerely,
[Your Name]