

Request for Credit Card Annual Fee Waiver

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

Date: [Insert Date]

Customer Service Department

[Credit Card Issuer's Name]
[Issuer's Address]
[City, State, Zip Code]

Dear Customer Service Team,

I am writing to formally request the cancellation of the annual fee associated with my credit card account #[Your Account Number]. I have been a loyal customer since [Insert Date], and I believe that my history with your institution demonstrates my commitment to maintaining this account.

Given my timely payments and responsible usage of my credit limit, I would appreciate your consideration in waiving the annual fee for this year. Financial circumstances have changed, and this waiver will greatly assist me in managing my expenses.

Thank you for considering my request. I look forward to your positive response.

Sincerely,
[Your Name]