

Inquiry for Temporary Credit Card Payment Relief

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 Department/Specific Contact Name],

I hope this message finds you well. I am writing to inquire about the possibility of obtaining temporary relief on my credit card payments due to unexpected financial difficulties.

My account details are as follows:

Account Holder Name: [Your Account Holder Name]

Credit Card Number: **** * [Last Four Digits]

Due to [brief explanation of the financial hardship, e.g., job loss, medical expenses], I am currently facing challenges in meeting my monthly payment obligations. I kindly request information on any available programs or options for temporary payment relief, such as deferment or reduced payment plans.

I appreciate your attention to this matter and look forward to your prompt response. Thank you for considering my request.

Sincerely,

[Your Name]