

Letter of Request for Credit Card Grace Period Details

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

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

Dear Customer Service Team,

I am writing to request detailed information regarding the grace period associated with my credit card account (Account Number: XXXX-XXXX-XXXX-XXXX). I would like to understand how long the grace period lasts, the criteria needed to maintain it, and any potential impacts on my account standing and interest charges.

Understanding these details will help me manage my payments more effectively and maintain a good credit standing.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,
Your Name