

Request for Credit Card Minimum Payment Breakdown

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To,

Customer Service Department

[Credit Card Issuer's Name]

[Issuer's Address]

[City, State, Zip Code]

Dear Sir/Madam,

I hope this message finds you well. I am writing to request a detailed breakdown of the minimum payment for my credit card account (Account Number: [Your Account Number]).

Understanding the composition of the minimum payment is crucial for my financial planning, and I would greatly appreciate your assistance in providing this information.

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

Sincerely,

[Your Name]