

Letter of Understanding Regarding Credit Card Overdraft Fees

Date: [Insert Date]

From:

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

To:

[Bank Name]

[Bank Address]

[City, State, ZIP Code]

Dear [Bank's Customer Service Department],

I am writing to express my understanding of the terms and conditions surrounding the overdraft fees associated with my credit card account ([Your Account Number]). I acknowledge that overdraft fees may apply when my account balance falls below zero due to transactions exceeding my available credit.

Based on the information provided in your fee schedule, I understand that the following applies:

- The overdraft fee is [insert amount] per transaction.
- There may be a limit on the number of overdraft fees charged per day.
- Overdraft fees can be charged if the transactions occur after business hours.

I appreciate your transparency in outlining these fees, as it helps me manage my finances effectively. Please send me any additional information regarding the overdraft policy or changes in fee structure.

Thank you for your attention to this matter.

Sincerely,

[Your Name]