

# Credit Increase Application

Date: [Insert Date]

[Your Name]

[Your Title]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Supplier Name]

[Supplier Company Name]

[Supplier Company Address]

[City, State, Zip Code]

Dear [Supplier Name],

We are writing to formally request an increase in our credit limit with [Supplier Company Name]. Due to our recent growth and increased project demands, we find ourselves requiring additional credit to continue sourcing necessary materials and services.

Currently, we have a credit limit of [Current Credit Limit]. We would like to request an increase to [Requested Credit Limit]. This adjustment will assist us in maintaining our operational efficiency and allow us to fulfill our commitments to our clients.

We have maintained a positive payment history with you, and we assure you that our financial standing is stable. Please find attached relevant financial documents to support our request.

Thank you for considering our application. We look forward to your positive response. Please feel free to contact me directly at [Your Phone Number] or [Your Email Address] if you have any questions.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]