

# **Inquiry Regarding Frequent Flyer Membership Renewal**

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To: [Airline Name]

[Airline Address]

[City, State, Zip Code]

Dear [Airline Customer Service/Specific Contact Name],

I hope this message finds you well. I am writing to inquire about the renewal process for my frequent flyer membership with [Airline Name]. My membership number is [Membership Number].

As my membership is approaching its expiration date, I would like to understand the requirements for renewal and any benefits that may accompany a renewed membership. I would appreciate any information you can provide regarding the renewal fees, additional perks for continuous membership, and any deadlines I should be aware of.

Thank you for your assistance. I look forward to your prompt response.

Sincerely,

[Your Name]