

# Loan Service Fee Adjustment Appeal

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Dear [Lender's Name],

I am writing to formally appeal the recent adjustment of service fees associated with my loan account number [Your Loan Account Number]. I appreciate your institution's commitment to transparency and customer service, and I wish to address my concerns regarding these fees.

On [Date of Fee Change], I noticed an increase in the service fees applied to my loan account. After reviewing the terms and conditions of my loan agreement, I believe that this adjustment is unwarranted and does not reflect the original terms I agreed upon. Specifically, [briefly outline the reasons for your appeal and any relevant details].

I kindly request a review of my account and the circumstances surrounding the fee adjustment. I would appreciate your prompt attention to this matter and any evidence supporting the fee increase.

Thank you for considering my appeal. I look forward to your prompt response.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]