

Subject: Appeal for Late Fees Waiver

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally appeal for a waiver of the late fees charged to my account due to a service disruption that occurred during [specific dates].

During this period, I experienced [brief description of the service disruption and its impact on your ability to make timely payments]. As a result, I was unable to fulfill my payment obligations on time.

Given these circumstances, I kindly request that you consider waiving the late fees associated with my account ([your account number]). I have been a loyal customer for [duration of your relationship with the service provider] and have always strived to maintain a good standing.

Thank you for your attention to this matter. I appreciate your understanding and look forward to your favorable response.

Sincerely,
[Your Name]
[Your Address]
[Your Email Address]
[Your Phone Number]