

Request for Currency Conversion Fee Waiver

To: [Bank Name]

From: [Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Date: [Insert Date]

Subject: Request for Waiver of Currency Conversion Fees

Dear [Bank Manager's Name],

I hope this message finds you well. I am writing to formally request a waiver of the currency conversion fees for recent international business transactions conducted through my account, [Your Account Number].

As a valued customer, I have greatly appreciated the services provided by [Bank Name], particularly in facilitating international payments. However, the recent currency conversion fees have significantly impacted my business operations, especially as I navigate the complexities of international trade.

I kindly ask for your consideration in waiving these fees for the transactions dated [insert dates], as they are essential for my ongoing business relationships and growth.

Thank you for considering my request. I look forward to your positive response.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]