

[Your Name]  
[Your Address]  
[City, State, ZIP Code]  
[Email Address]  
[Phone Number]  
[Date]

Customer Service

Axis Bank

[Bank Address]  
[City, State, ZIP Code]

Subject: Request for Credit Card Payment Waiver

Dear Customer Service Team,

I hope this letter finds you well. I am writing to formally request a waiver for my upcoming credit card payment due on [Payment Due Date] for my Axis credit card ending in [Last Four Digits of Card Number].

I have been a loyal customer of Axis Bank since [Year] and have consistently maintained timely payments. However, due to [brief explanation of your circumstances, e.g., unexpected financial hardship, medical expenses, job loss, etc.], I am currently experiencing financial difficulties.

I kindly request that you consider my circumstances and grant me a waiver for this payment. I believe that with your understanding and assistance, I will be able to regain my financial stability and continue my relationship with Axis Bank.

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

Sincerely,

[Your Name]  
[Your Account Number or Reference Number]