

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Credit Card Company Name]  
[Customer Service Department]  
[Company Address]  
[City, State, Zip Code]

Dear [Credit Card Company Name] Customer Service,  
I hope this message finds you well.

I am writing to request an increase in my credit limit on my [Credit Card Name] account (Account Number: [Last Four Digits of Your Account]). I have been a loyal customer since [Year] and have consistently made my payments on time.

I would appreciate it if you could review my account for a potential credit limit increase, as it would greatly assist me in managing my expenses.

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

Sincerely,  
[Your Name]