

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

Loyalty Program Team
JW Marriott

[Hotel Address]
[City, State, Zip Code]

Dear Loyalty Program Team,

Subject: Request for Membership Qualification Review

I hope this letter finds you well. I am writing to formally request a review of my eligibility status regarding the JW Marriott loyalty program. My membership number is [Your Membership Number].

I have thoroughly enjoyed my experiences at JW Marriott properties and have always appreciated the high standard of service. I would like to ensure my activities over the past [period] have been duly recognized towards maintaining my membership level, which I believe I have qualified for based on my recent stays.

To summarize my recent stays:

- [Date of Stay, Hotel Location]
- [Date of Stay, Hotel Location]
- [Date of Stay, Hotel Location]

I kindly ask you to verify my status and provide any updates regarding my qualification. Thank you for your attention to this matter. I look forward to your prompt response.

Warm regards,

[Your Name]
[Your Signature (if sending a hard copy)]
[Membership Number]