

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

[Recipient Name]
[Company Name]
[Company Address]
[City, State, ZIP Code]

Subject: Request for Credit Line Increase

Dear [Recipient Name],

I hope this message finds you well. I am writing to formally request a review of my current credit line and consider an increase. My account number is [Your Account Number].

I have been a customer of [Company Name] for [duration of your account] and have consistently made payments on time. My current credit limit is [Your Current Credit Limit], and I would like to request an increase to [Requested Credit Limit].

The reasons for this request include [briefly explain reasons such as increased income, improved credit score, or planned larger purchases]. I believe that an increased credit line will not only help me manage my finances more effectively but also maintain my loyal relationship with [Company Name].

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

Sincerely,

[Your Name]
[Your Account Number]