

Provisional Goodwill Credit Request

Subject: Provisional Request for Account Adjustment

Dear [Recipient Name],

I am requesting a provisional goodwill credit for [specific transaction/fee]. While I understand policies are in place, I believe my history as a loyal customer justifies this consideration.

I would be grateful if you could review my account and consider the removal of the charge.

Thank you for your attention and assistance.

Kind regards,

[Your Name]

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