

[Date]

[Applicant Name]

[Address Line 1]

[Address Line 2]

[City, State, Zip Code]

Subject: Regarding your credit limit increase request for account ending in [Last 4 Digits]

Dear [Applicant Name],

Thank you for your recent request to increase the credit limit on your account. After carefully reviewing your application and financial information, we are unable to approve your request at this time.

Reason for our decision:

- Your debt-to-income ratio is too high.

Our decision was based on a comparison of your total monthly debt obligations against your reported gross monthly income. At this time, your current debt levels relative to your income do not meet the requirements necessary for a higher credit limit.

Notice of Your Rights:

Our credit decision was based in whole or in part on information obtained in a report from the consumer reporting agency listed below:

[Credit Bureau Name]

[Bureau Address]

[Bureau Phone Number]

Under the Fair Credit Reporting Act, you have the right to obtain a free copy of your credit report from this agency if you request it within 60 days of receiving this letter. You also have the right to dispute the accuracy or completeness of any information in the report.

Thank you for being a valued customer. We encourage you to reapply in the future should your financial circumstances change.

Sincerely,

[Financial Institution Name]

[Department Name]