

[Company Name]  
[Address Line 1]  
[City, State, Zip Code]  
[Date]

[Customer Name]  
[Customer Address Line 1]  
[City, State, Zip Code]

Subject: Important Update Regarding Your Credit Account

Dear [Customer Name],

We are pleased to inform you that we have increased the credit limit on your [Account Type/Card Name] ending in [Last 4 Digits of Account Number].

**Your New Credit Limit:** \$[New Limit Amount]  
**Previous Credit Limit:** \$[Old Limit Amount]  
**Effective Date:** [Date]

This increase has been applied automatically based on your excellent account history. You do not need to take any action to activate this new limit; it is available for your use immediately.

All other terms and conditions of your account agreement remains the same. Having a higher credit limit can provide you with more financial flexibility and may also help improve your credit score by lowering your overall credit utilization ratio.

If you prefer to keep your previous credit limit or have any questions regarding this change, please contact our customer service team at [Phone Number] or visit our website at [Website URL].

Thank you for your continued business.

Sincerely,

[Sender Name/Department Name]  
[Company Name]