

Letter of Appeal

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

Customer Service Department
[Telecom Company Name]
[Company Address]
[City, State, Zip Code]

Subject: Appeal for Reduced Telecom Service Charges

Dear Customer Service Team,

I hope this message finds you well. I am writing to formally appeal for a reduction in my current telecom service charges associated with my account ([Your Account Number]). Due to [briefly explain your circumstances, e.g., economic hardship, loss of job, etc.], my ability to meet the current billing amount has become increasingly challenging.

As a long-standing customer of [Telecom Company Name], I have always appreciated the services provided and have proactively managed my account. However, the unforeseen circumstances have placed a significant financial burden on me.

I kindly request your consideration of a temporary reduction in my service charges until my situation stabilizes. I am willing to discuss any potential options or assistance programs your company might offer to customers in similar situations.

Thank you very much for taking the time to review my appeal. I look forward to your prompt response.

Sincerely,
[Your Name]