

Service Upgrade Confirmation

Date: [Insert Date]

Dear [Customer Name],

We are pleased to inform you that your request for a service upgrade has been successfully processed. Below are the details of your upgraded telecom service:

Upgrade Details:

- **Service Type:** [Insert Service Type]
- **Previous Plan:** [Insert Previous Plan]
- **New Plan:** [Insert New Plan]
- **Effective Date:** [Insert Effective Date]
- **Monthly Charges:** [Insert New Charges]

If you have any questions or require further assistance, please do not hesitate to contact our customer service team at [Insert Contact Information].

Thank you for choosing [Telecom Company Name]!

Sincerely,

[Your Name]

[Your Position]

[Telecom Company Name]

[Telecom Company Contact Information]