

Eligibility Verification Request

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Telecom Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name or Telecom Service Department],

I am writing to request verification of my eligibility for telecom services provided by your company. Please find the necessary details below:

Account Holder Name: [Your Full Name]

Account Number: [Your Account Number]

Service Address: [Your Service Address]

Contact Number: [Your Contact Number]

As I am considering upgrading my current plan or switching services, I would greatly appreciate your prompt response regarding my eligibility for available options.

Thank you for your attention to this matter. I look forward to your swift response.

Sincerely,

[Your Name]