

Residential Telecom Service Renewal Inquiry

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Email Address]

[Your Phone Number]

Customer Service Department

[Telecom Company Name]

[Company Address]

[City, State, ZIP Code]

Dear Customer Service Team,

I hope this message finds you well. I am writing to inquire about the renewal of my residential telecom service with account number [Your Account Number], which is set to expire on [Expiration Date].

I would appreciate it if you could provide me with information regarding the renewal process, any available plans, and any changes in terms or pricing. Furthermore, I would like to know if there are any additional offers or promotions for existing customers.

Thank you for your assistance. I look forward to your prompt response.

Sincerely,

[Your Name]