

Notice of Expiration of Telecom Service Agreement

Date: [Insert Date]

To: [Customer Name]

Address: [Customer Address]

Account Number: [Account Number]

Dear [Customer Name],

We are writing to inform you that your telecom service agreement with [Company Name] has expired as of [Expiration Date]. We appreciate the opportunity to have served you during this period.

As your service agreement has now expired, we would like to discuss the options available for renewing or upgrading your services. Please feel free to contact our customer service team at [Customer Service Phone Number] or [Customer Service Email].

Thank you for being a valued customer. We look forward to continuing to serve your telecommunication needs.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Phone Number]

[Company Email]