

Telecom Service Credit Notification

Date: [Insert Date]

Dear [Customer Name],

We are writing to inform you that your account has been credited with the amount of [Insert Amount] due to [reason for credit, e.g., service disruption, billing error, etc.]. This adjustment will be reflected in your next billing statement.

Your current account balance is now [Insert New Balance]. We appreciate your understanding and thank you for being a valued customer.

If you have any questions regarding this notification, please feel free to contact our customer service team at [Insert Contact Information].

Thank you for choosing [Company Name]!

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Contact Information]