

Confirmation of Internet Service Provider Transition

Date: [Insert Date]

To,
[Recipient's Name]
[Recipient's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

This letter is to confirm that your request to transition your internet service to [New Internet Service Provider Name] has been processed successfully. Your new service will be effective from [Start Date].

Please find below the details of your new internet plan:

- Plan Name: [Plan Name]
- Speed: [Download/Upload Speed]
- Monthly Fee: [Monthly Fee]
- Contract Length: [Contract Length]

If you have any questions or require further assistance, please feel free to contact our customer service at [Customer Service Phone Number] or [Customer Service Email].

Thank you for choosing [New Internet Service Provider Name]. We look forward to serving you.

Sincerely,
[Your Name]
[Your Title]
[New Internet Service Provider Name]
[Company Phone Number]
[Company Email]