

Letter of Demand for Event Wi-Fi Installation

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Title]

[Company/Organization Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally request the installation of Wi-Fi services for the upcoming [Event Name] scheduled to take place on [Event Date] at [Event Location]. Given the nature of the event and the need for reliable internet access for both attendees and presenters, it is crucial that we have a robust Wi-Fi solution in place.

Our estimated attendance is [number of attendees], many of whom will require access to the internet for various reasons including presentations, communication, and social media engagement. We believe that providing Wi-Fi will greatly enhance the experience for our guests and ensure the success of the event.

We would appreciate your prompt response regarding the installation timeline and any associated costs. Thank you for your attention to this matter, and I look forward to your swift reply.

Sincerely,

[Your Name]

[Your Position]

[Your Organization]