

# Notice of Mobile Number Portability

Date: \_\_\_\_\_

To,

Customer Service Department

[Current Service Provider Name]

[Service Provider Address]

Subject: Request for Mobile Number Portability

Dear Sir/Madam,

I am writing to request the portability of my mobile number [**Your Mobile Number**] from your network to [**New Service Provider Name**]. My details are as follows:

- Name: [Your Full Name]
- Address: [Your Address]
- Email: [Your Email]
- Account Number: [Your Account Number]

As per the guidelines set forth by the telecommunications regulatory authority, I am providing this notice to initiate the portability process. Please let me know if any further information or documentation is needed to proceed.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]