

Request for Mobile Hotspot Service Setup

Date: [Insert Date]

To,
[Service Provider Name]
[Service Provider Address]
[City, State, Zip Code]

Dear [Service Provider Contact Name],

Subject: Submission for Mobile Hotspot Service Setup

I am writing to formally request the setup of a mobile hotspot service at my location. Our requirements include access to reliable internet connectivity to support [briefly explain purpose, e.g., remote work, online learning, etc.].

Details of the service request are as follows:

- Name: [Your Full Name]
- Address: [Your Full Address]
- Contact Number: [Your Phone Number]
- Email: [Your Email Address]

I would appreciate it if you could provide information on the available plans, installation process, and any documentation required for this service setup.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,
[Your Name]
[Your Position/Title (if applicable)]