

# Application for IT Network Upgrade

To Whom It May Concern,

I am writing to formally request an upgrade to our IT network system. As our company has been expanding, we have encountered several limitations with our current network setup, which is affecting productivity and efficiency.

The proposed upgrade includes:

- Increased bandwidth to support higher data transfer rates.
- Replacement of outdated hardware to enhance performance.
- Implementation of advanced security measures to protect sensitive data.

We believe that this upgrade will greatly benefit our operations and support our goals for growth and innovation. The estimated cost for this project is [insert cost], and we are seeking your approval to proceed.

Thank you for considering our request. I look forward to your positive response.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]