

To,

The Manager,  
[Service Provider Name]  
[Company Address]

Date: [Insert Date]

Subject: Application for Service Restoration

Dear Sir/Madam,

I hope this letter finds you well. I am writing to formally request the restoration of my service, which was recently suspended on [insert date of service suspension] due to [mention reason if applicable]. My account details are as follows:

Account Holder Name: [Your Name]  
Account Number: [Your Account Number]  
Service Type: [Type of Service]

Since the service disruption, I have taken the necessary steps to address the issue and would like to request the reinstatement of my service at your earliest convenience. I appreciate your prompt attention to this matter and hope to have my services restored soon.

Thank you for your cooperation. Please feel free to contact me at [Your Phone Number] or [Your Email Address] for any further information you may require.

Sincerely,  
[Your Name]  
[Your Address]  
[Your City, State, ZIP Code]