

Telecommunication Service Authorization for Service Modification

Date: [Insert Date]

To: [Telecommunication Service Provider Name]

Address: [Service Provider Address]

Subject: Authorization for Service Modification

Dear [Service Provider's Name or Customer Service Team],

I, [Your Full Name], residing at [Your Address], am writing to formally authorize a modification to my telecommunication service account with your company. My account number is [Your Account Number].

The specific modifications I request are as follows:

- [Describe the first modification, e.g., Upgrade/Downgrade plan]
- [Describe the second modification, e.g., Change of contact information]
- [Any additional modifications]

Please consider this letter as my formal consent for the requested changes to my account. I understand that these modifications may take effect within [insert timeframe] of this authorization.

If you require any further information or documentation to process this request, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your prompt attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Contact Information]