

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Provider's Name]
[Provider's Address]
[City, State, Zip Code]

Dear [Provider's Customer Service/Support Team],

Subject: Request for Router Replacement

I hope this message finds you well. I am writing to request a replacement for my router, which has been experiencing [briefly describe the issues, e.g., connectivity problems, frequent disconnections, etc.].

My account details are as follows:

- Account Name: [Your Account Name]
- Account Number: [Your Account Number]
- Current Router Model: [Model Name/Number]

I have attempted [mention any troubleshooting steps you have taken] to resolve the issue, but unfortunately, the problem persists. Therefore, I kindly request a replacement router to ensure uninterrupted internet service.

Thank you for your assistance. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]