

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

Customer Service

[Company Name]  
[Company Address]  
[City, State, Zip Code]

Subject: Request for Replacement of International SIM Card

Dear Customer Service Team,

I hope this message finds you well. I am writing to request a replacement for my international SIM card associated with the account number [Your Account Number].

Unfortunately, the SIM card was [describe the issue, e.g., lost, damaged, or not functioning properly]. I have included all relevant details below for your reference:

- Name on Account: [Your Name]
- Account Number: [Your Account Number]
- SIM Card Number: [Your SIM Card Number] (if applicable)
- Date of Purchase: [Purchase Date]

I would appreciate your prompt assistance in processing this replacement request. Please let me know if there are any forms I need to complete or fees associated with the replacement.

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

Sincerely,  
[Your Name]