

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

[Service Provider Name]
[Service Provider Address]
[City, State, Zip Code]

Subject: Request for Permanent SIM Card Replacement

Dear [Customer Service Department/Relevant Contact Person],
I am writing to request a permanent replacement for my SIM card
associated with my account [Your Account Number].

Details of my current SIM card:

- Phone Number: [Your Phone Number]
- SIM Card Number: [Your SIM Card Number]
- Reason for Replacement: [State the reason, e.g., lost, damaged, etc.]

Please let me know the necessary steps to facilitate this replacement. I
appreciate your prompt attention to this matter.

Thank you for your assistance.

Sincerely,

[Your Name]
[Optional: Your Signature]