

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

Customer Service

[Mobile Service Provider Name]  
[Provider Address]  
[City, State, ZIP Code]

Subject: Request for SIM Card Replacement Due to Malfunction

Dear Customer Service,

I hope this letter finds you well. I am writing to request a replacement for my SIM card, which has experienced a significant malfunction.

Details of my account are as follows:

- \*\*Account Holder Name:\*\* [Your Name]
- \*\*Account Number:\*\* [Your Account Number]
- \*\*Phone Number Associated with SIM Card:\*\* [Your Phone Number]

The issues I have encountered with my SIM card include [briefly describe the malfunction, e.g., inability to connect to the network, frequent disconnections, etc.]. These problems have persisted for [duration], affecting my service quality significantly.

I kindly request a new SIM card to be sent to my address listed above at your earliest convenience. Please let me know if there are any additional steps I need to take to expedite this process.

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

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]