

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

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

Subject: Request for No Objection Certificate (NOC) for Duplicate SIM

Dear [Service Provider's Customer Service Department/Specific Name if known],

I hope this letter finds you well. I am writing to formally request a No Objection Certificate (NOC) for the issuance of a duplicate SIM card for my mobile number [Your Mobile Number].

Due to [brief reason for the request, e.g., loss of SIM, theft], I am unable to access my mobile services and require a duplicate SIM to continue communication without interruption.

I kindly request your assistance in providing the NOC at your earliest convenience, so I can proceed with obtaining the duplicate SIM. I have attached [mention any documents you are including, e.g., a copy of my ID, a police report, etc.] to facilitate 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]

[Your Account Number (if applicable)]