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[Your Company Letterhead]
[Date]
[Recipient Name]
[Recipient Title]
Etisalat [Branch/Office Name]
[Recipient Address]
[City, State, Zip Code]
Subject: No Objection Certificate for Service Suspension
Dear [Recipient Name],
This is to formally communicate our request for a No Objection
Certificate (NOC) regarding the suspension of services provided by
Etisalat to [Your Company Name]. The details of the service and reason
for suspension are as follows:
- **Service Details:** [Description of the service]
- **Account Number: ** [Your Account Number]
- **Reason for Suspension:** [Brief explanation of the reason for
suspension]
We kindly ask for your cooperation in providing the NOC at your earliest
convenience to facilitate the required processes. If you need any further
information or documentation, please do not hesitate to contact us.
Thank you for your prompt attention to this matter.
Sincerely,
[Your Name]
[Your Title]
[Your Company Name]
[Your Contact Information]
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[Your Email Address]