

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

[Date]
[Recipient Name]
[Recipient Title]
[Company Name]
[Company Address]
[City, State, Zip Code]

Subject: LNP Dispute for Account [Your Account Number]

Dear [Recipient Name],

I am writing to formally dispute the Local Number Portability (LNP) process related to my account [Your Account Number]. On [Date of Issue], I initiated a request to port my number [Your Phone Number] from [Current Provider] to [New Provider], but I have encountered several issues that require immediate resolution.

[Briefly explain the issues you have faced, including dates, any communications with customer service, and specific problems encountered.]

I kindly request that you investigate this matter and provide me with an update regarding my LNP request. I believe that my request meets all necessary requirements, and I am eager to resolve this issue as soon as possible.

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

Sincerely,

[Your Name]