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[Your Company Letterhead]
[Date]
[Recipient's Name]
[Recipient's Address]
[City, State, Zip Code]
Subject: No Objection Certificate for Mobile Number Shift
Dear [Recipient's Name],
This is to certify that [Employee/Subscriber Name], holding the mobile
number [Old Mobile Number], is an employee/subscriber of [Your Company
Name]. We have no objection to the transfer of the said mobile number to
[New Service Provider's Name] as per the request made by
[Employee/Subscriber Name].
The details are as follows:
- Employee/Subcriber Name: [Employee/Subscriber Name]
- Old Mobile Number: [Old Mobile Number]
- New Mobile Number (if applicable): [New Mobile Number]
- Employee/Subscriber ID: [ID Number]
We confirm that [Employee/Subscriber Name] is in good standing with our
organization, and this request is made at their own discretion.
Should you require any further information, please do not hesitate to
contact us.
Thank you.
Sincerely,
[Your Name]
[Your Position]
[Your Company Name]
[Your Contact Information]
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