

BSNL Landline Disconnection Letter Format

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

[BSNL Office Address]
[City, State, Zip Code]

Subject: Request for Disconnection of BSNL Landline Connection

Dear Sir/Madam,

I am writing to formally request the disconnection of my BSNL landline connection with immediate effect. The details of my landline connection are as follows:

Account Holder Name: [Your Name]
Landline Number: [Your Landline Number]
Billing Address: [Your Address]

I kindly request you to initiate the disconnection process and close my account accordingly. Please provide any instructions or formalities required from my end to complete the disconnection process.

I would like to express my gratitude for the services provided by BSNL during my tenure as a customer.

Thank you for your attention to this matter. I request you to confirm the disconnection and provide any necessary confirmation or documentation.

Yours sincerely,

[Your Name]

Enclosures: [If applicable, mention any documents attached, such as proof of identity or address]