**BSNL Landline Disconnection Letter**

Your Address 1

Your Address 2

Your Address 3

**To**

**The Concerned Authority**

**Bharat Sanchar Nigam Limited**

**Mahadevpura, Bangalore**

**Sub: BSNL landline disconnection letter**

**Dear Sir/Madam,**

For the past three years, I have had a BSNL landline connection; however, we are moving to a new location where we will not have a landline connection. My landline number is 123456 and is associated with the Mahadevpura BSNL office. So, I would like to request you to kindly do the needful to deactivate my BSNL landline connection.

I have paid off all of my dues to date, and I am enclosing the most recent three months’ bill payment receipts, as well as the copies of electricity bills and my Aadhaar card, for your review.

I shall be highly obliged if the procedures can be completed at the earliest.

Attachments:

* Three months’ payment receipt.
* Aadhaar card
* Electricity bills

Thank you.

Yours sincerely,

Your Name

Phone: 07651-345678

**To,**

**Whomsoever it May Concern,**

**Bharat Sanchar Nigam Limited,**

**Kothrud,**

**Pune - 400308**

**Subject - Regarding BSNL Disconnection**

**Hello Sir/Madam,**

I am Swati Ghote, a resident of Karishma Society Kothrud. I have used the BSNL connection for 3 years and now I would like to disconnect my connection as I will be moving out from my current place. I am moving from Kothrud to Warje and my landline number is 2365-472199. I have paid all my dues as well. Therefore, I kindly request you to disconnect my connection.

I have attached the aadhar card, 3 months payment receipt, and electricity bills with this letter. Please find my details below -

Name - Swati Ghote

Address – your address

BSNL No. - 2365-472xxx

Phone no. – 98654xxx

Hoping for your kind consideration

Sincerely,

You Name