

APPLICATION FOR RESTORATION OF TELEPHONE

(MORE THAN SIX MONTHS OLD CASES)

Comml. Form No. 29

MAHANAGAR TELEPHONE NIGAM LIMITED NEW DELHI

To,

The Dy GM (C&A) S-I / S-II /W-I / W-II / E /TY/ N / CENTRAL

New Delhi.

Sir,

My telephone No.----- was closed for non-payment of the following
telephone bills.

DETAILS OF TELEPHONE BILLS

I have now paid all the above bills on ----- at
the

office-----counter vide Receipt No. -----

-----:

The bills could not be paid by me in time for the following reasons.

It is, therefore, requested that my telephone may be restored. I am
willing to

pay the rent for the intervening period i.e. from the date of its
closing non

payment and the date of its opening.

Yours faithfully

(Name -----)

Address -----

Where telephone-----

works-----

For the use in office

Telephone No. ----- Category -----

Name and address -----

Date of opening -----Date of closing for non payment -----

-----date of rent paid

upto ----- Security

deposits, if any -----:

No.-----Dated -----SS CDX -----

forwarded to Commercial officer for issue of restoration orders under
intimation

to this office.

INSTRUCTIONS

1. Please make a xerox copy or type the form in the format received on fax, on a good quality paper preferably bond paper and fill in the application neatly.
2. Application form for shifting of telephone should be signed by the persons in whose name the telephone has been opened or by the authorised person in case it is working in the name of a firm/company etc.
3. Filled in application form should be submitted at Divisional Customer Service Centre in whose jurisdiction the telephone is presently working.
4. Photocopy of the last paid bill should be attached along with the application (less than two months old).