

**APPLICATION FOR RESTORATION OF TELEPHONE**

**(MORE THAN SIX MONTHS OLD CASES)**

Coml. 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 formal received on fax, on a good quality paper preferably bond paper mid 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).