

**LETTER FROM SERVICE MEMBER TO CELLULAR TELEPHONE SERVICE PROVIDER**

« DATE  
SERVICE MEMBER NAME  
ADDRESS  
CITY, STATE, ZIP

SERVICE PROVIDER NAME  
ADDRESS  
CITY, STATE, ZIP

**RE: REQUESTING TERMINATION OR SUSPENSION OF CELL PHONE CONTRACT**

Dear Sir or Madam:

I am writing to request that my contract for cell phone service be terminated on (DATE) without penalty or additional charges. This request is made pursuant to 50 U.S.C. § 535(a) of the Servicemembers Civil Relief Act (the "SCRA") as legislated by the United States Congress and signed into law in December 2003.

Option 1: Per the enclosure, I am required to deploy outside of the continental United States for ninety (90) days or longer.

Option 2: Per the enclosure, I have received orders for a permanent change of duty station.

Due to these orders, my ability to satisfy the contract or to utilize the service will be materially affected by (such deployment) or (permanent change).

The SCRA states "upon receiving the request of a servicemember" that the "cellular telephone service contractor concerned shall grant the requested relief without imposition of an early termination fee for termination of the contract or a reactivation fee for suspension of the contract."

**ACCOUNT INFORMATION:**

Name(s) on Account:  
Account Number:  
Telephone Number(s):

Should you have any questions, you may contact me at the address listed above. Thank you for your understanding and support in this matter.

Sincerely,

Service Member Name  
Rank, Service Branch

Enclosures (1): Copy of Orders