

# Acknowledgment of Service Interruption

Date: [Insert Date]

To: [Customer Name]

From: [Your Company Name]

Subject: Acknowledgment of Service Interruption

Dear [Customer Name],

We are writing to inform you that we have received your notification regarding the service interruption you experienced on [Insert Date of Interruption]. We sincerely apologize for any inconvenience this may have caused you.

Please be assured that our team is currently investigating the matter to restore service as quickly as possible. We are committed to resolving this issue and will keep you updated on our progress.

If you have any further questions or require immediate assistance, please do not hesitate to contact us at [Customer Service Phone Number] or [Customer Service Email].

Thank you for your understanding and patience.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Contact Information]