Utility Service Connection Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Phone Number]

[Your Email Address]

Utility Company Name

[Utility Company Address]

[City, State, ZIP Code]

Dear [Utility Company Representative's Name],

I am writing to formally request the immediate connection of utility services at my residence located at [Your Address]. Due to an unforeseen emergency situation, it has become imperative that I have access to [specific utility services needed, e.g., water, electricity, gas] as soon as possible.

The circumstances prompting this request are as follows: [Briefly describe the emergency situation]. I understand the challenges involved in providing prompt service; however, given the urgency of the matter, I kindly ask that you expedite the connection process.

I am available at your earliest convenience to discuss this request further or to provide any necessary documentation you may require to facilitate the service connection. Please feel free to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your immediate attention to this urgent request. I look forward to your prompt response.

Sincerely,

[Your Name]