

Utility Cut-Off Notification

Date: [Insert Date]

To: [Tenant's Name]

Address: [Tenant's Address]

Dear [Tenant's Name],

We are writing to inform you about an upcoming utility cut-off scheduled for [Insert Date] due to [reason for cut-off, e.g., maintenance, non-payment, etc.]. Please be advised that the following utilities will be affected:

- Electricity
- Water
- Gas

We understand that this may cause inconveniences, and we recommend making arrangements to minimize any disruption. If you have any questions or need assistance, please feel free to contact us at [Landlord's Contact Information].

Thank you for your attention to this matter.

Sincerely,

[Landlord's Name]

[Landlord's Contact Information]