

Application for Electrical Service Connection

Date: [Insert Date]

To:

[Utility Company Name]

[Utility Company Address]

[City, State, Zip Code]

Subject: Application for Electrical Service Connection

Dear [Recipient's Name],

I am writing to formally request an electrical service connection at my property located at [Insert Property Address]. I have recently [provide a brief reason, e.g., moved in, constructed a new building, etc.], and I would like to establish an electrical connection as soon as possible.

Details of the property are as follows:

- Owner's Name: [Your Name]
- Contact Number: [Your Phone Number]
- Email Address: [Your Email]
- Property Type: [Residential/Commercial]

Enclosed are the necessary documents to support my application:

- Copy of valid ID
- Proof of ownership/rental agreement
- Site plan/layout of the property

I would appreciate your prompt assistance in processing my application. Should you require any additional information, please feel free to contact me at the phone number or email address provided above.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]