

Utility Service Disruption Compensation Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Utility Company Name]

[Company Address]

[City, State, ZIP Code]

Dear [Utility Company Customer Service Department],

I am writing to formally request compensation for the disruption of utility services at my residence located at [Your Address]. On [Date(s) of Disruption], my utility service was interrupted due to [Brief Reason for Disruption, if known].

This disruption caused significant inconvenience and [mention any specific impact, e.g., loss of food, health issues, etc.]. According to your policy on service interruptions, I believe I am entitled to compensation for this incident.

I kindly request that you process my compensation claim for the duration of the outage, which was from [Start Time] to [End Time]. I have attached copies of relevant documentation, including [list any relevant documents, e.g., outage notifications, receipts, etc.].

I appreciate your attention to this matter and look forward to your prompt response. Please feel free to contact me at [Your Phone Number] or [Your Email Address] should you require any further information.

Thank you for your assistance.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]