

Request for Low Income Energy Support

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Title]

[Energy Provider's Name]

[Energy Provider's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to formally request assistance with my energy bills through the Low Income Energy Support Program. Due to [briefly explain your situation, e.g., loss of job, medical expenses, etc.], I am currently facing financial hardship that makes it difficult for me to keep up with my energy payments.

I have attached the necessary documentation to support my request, including [list any documents you are providing, such as income statements, bills, etc.]. I would greatly appreciate any assistance you can provide during this challenging time.

Thank you for considering my request. I look forward to your prompt response.

Sincerely,

[Your Name]