

# Electricity Service Renewal Request

Date: \_\_\_\_\_

To,

Customer Service Department,  
[Electricity Provider Name]  
[Provider Address]  
[City, State, Zip Code]

Dear Sir/Madam,

Subject: Renewal of Electricity Service for Household

I hope this letter finds you well. I am writing to formally request the renewal of my electricity service at my residence.

My account details are as follows:

Account Holder Name: \_\_\_\_\_

Account Number: \_\_\_\_\_

Service Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Contact Number: \_\_\_\_\_

As my current service agreement is about to expire on \_\_\_\_\_, I would like to ensure that there is no interruption in my electricity service. Please let me know if any further information or documents are required to process my renewal request.

Thank you for your prompt attention to this matter. I look forward to your confirmation of the renewal.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]

[Your Email Address]

[Your Phone Number]