

# Service Request for Outdoor Lighting Maintenance

Date: [Insert Date]

To: [Service Provider Name]

From: [Your Name]

[Your Address]

[Your City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

## **Subject: Request for Outdoor Lighting Maintenance**

Dear [Service Provider Name],

I hope this message finds you well. I am writing to request maintenance services for the outdoor lighting system at my property located at [Property Address].

Details of the issues are as follows:

- Inoperative lights in the front yard.
- Flickering lights in the backyard.
- Damaged wiring near the entryway.

I would appreciate it if you could schedule a visit to assess and address these issues at your earliest convenience. Please let me know the available dates and times for your team to come by.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]