

# Electricity Supply Request

[Your Name]

[Your Position]

[Company Name]

[Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

**To:**

[Electricity Provider's Name]

[Provider's Address]

[City, State, Zip Code]

Subject: Request for Electricity Supply for Project Site

Dear [Electricity Provider's Contact Name],

I am writing to request electricity supply for our upcoming project located at [Project Site Address]. The project is scheduled to commence on [Start Date] and we will require electricity services by this date.

Details of the Project:

- Project Name: [Project Name]
- Expected Duration: [Duration]
- Estimated Power Requirement: [Power Requirement in kW]

We appreciate your prompt attention to this matter and look forward to your positive response. Please let us know if you require any additional information or documentation to process this request.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Company Name]