

Notice of Temporary Water Service Interruption

Date: [Insert Date]

Dear Valued Customers,

We are writing to inform you of a temporary interruption of water service due to necessary repair work on our water supply lines.

Service Interruption Details:

- **Start Date and Time:** [Insert Start Date and Time]
- **Expected End Date and Time:** [Insert Expected End Date and Time]
- **Affected Areas:** [Insert List of Affected Areas]

We apologize for any inconvenience this may cause and appreciate your understanding as we work to improve our services. We are committed to restoring water service as quickly and safely as possible.

If you have any questions or require further assistance, please do not hesitate to contact our customer service department at [Insert Contact Information].

Thank you for your cooperation.

Sincerely,

[Your Company Name]

[Your Company Address]

[Your Company Phone Number]