

Utility Service Interruption Notice

Date: [Insert Date]

Dear [Customer's Name],

We are writing to inform you about an upcoming interruption in utility services that will affect your area. The details are as follows:

Interruption Details:

- Service Type: [e.g., Water, Electricity, Gas]
- Scheduled Interruption Date: [Insert Start Date]
- Expected Restore Date: [Insert Restore Date]
- Reason for Interruption: [Brief Description]

Restoration Timeline:

We anticipate the restoration of service to begin on [Insert Start Time] on [Insert Restore Date] and expect to complete all necessary work by [Insert Completion Time]. We will keep you updated on any changes to this timeline.

Contact Information:

If you have any questions or concerns, please feel free to contact our customer service center at [Insert Contact Number] or [Insert Email Address].

We appreciate your understanding and patience during this time.

Sincerely,

[Your Company Name]

[Your Company Address]