

# Utility Service Interruption Inquiry

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To: [Utility Company Name]

[Utility Company Address]

[City, State, Zip Code]

Dear [Utility Company Representative],

I am writing to inquire about an interruption in service that has affected my residence at [Your Address]. The service interruption began on [Date of Interruption] and has resulted in [briefly describe the impact, e.g., lack of electricity, water, etc.].

I would appreciate any information regarding the cause of this interruption and the estimated timeline for the restoration of service. Additionally, if there are any steps I need to take on my end, please let me know.

Thank you for your prompt attention to this matter. I look forward to hearing from you soon.

Sincerely,

[Your Name]