

Request for Waste Removal Services

Date: [Insert Date]

To:

[Service Provider's Name]

[Service Provider's Address]

Dear [Service Provider's Name],

I am writing to formally request waste removal services for [specific location or address] due to [briefly explain reason, e.g., recent construction, renovation, or accumulated waste]. We require the removal of [specify types of waste, e.g., general rubbish, construction debris, etc.], and we would appreciate an estimate of costs and availability.

Please let us know your earliest availability for a site visit or if you need any further information to provide an accurate quote.

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

Sincerely,

[Your Name]

[Your Position/Title]

[Your Company/Organization Name]

[Your Contact Information]