

Application for Cessation of Utility Services

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Utility Company Name]

[Utility Company Address]

[City, State, Zip Code]

Dear [Utility Company Name],

I am writing to formally request the cessation of my utility services for my account, which is registered under the name [Your Name] and account number [Your Account Number].

Due to [reason for cessation, e.g., moving out, no longer needing service, etc.], I would like my services to be terminated effective [desired termination date].

Please confirm the cessation of services and any final billing procedures at your earliest convenience.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name]