

Utility Service Upgrade Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Utility Company Name]

[City, State, Zip Code]

Dear [Utility Company Representative's Name or Customer Service],

I am writing to formally request an upgrade of utility services at my residence located at [Your Address]. Due to [briefly explain the emergency situation, e.g., "severe weather conditions leading to power outages" or "an increased demand for electricity"], it has become critical that my utilities are upgraded to meet the current needs.

I would appreciate your prompt attention to this matter, as the situation poses significant risks to my family's safety and well-being. Please let me know the specific steps required to facilitate this upgrade, including any associated costs and the estimated time frame for completion.

Thank you for your immediate attention to this urgent request. I look forward to your prompt response.

Sincerely,

[Your Name]