

# Utility Service Restoration Request

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Company Name]

[Company Address]

[City, State, Zip Code]

[Phone Number]

[Email Address]

To Whom It May Concern,

I am writing to formally request the restoration of utility services for our new construction site located at [Insert Construction Site Address]. Our project's expected completion date is [Insert Expected Completion Date], and timely access to utilities is essential for our operations.

Please find the details of the utility services required:

- Water Service
- Electricity Service
- Gas Service
- Sewage Disposal

We appreciate your prompt attention to this matter and look forward to your response. If you require any further information, please do not hesitate to contact me directly at [Insert Your Phone Number] or [Insert Your Email Address].

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]