

Utility Service Restoration Request

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]

Subject: Request for Restoration of Utility Service Transfer

Dear [Utility Company Customer Service],

I am writing to formally request the restoration of utility service at my new address as I have recently transferred my residence. Below are the details for your reference:

- Previous Service Address: [Previous Address]
- New Service Address: [New Address]
- Account Number: [Account Number]
- Requested Restoration Date: [Preferred Date]

I kindly ask that you expedite this process as the utility services are essential for my daily living. Please confirm the restoration date at your earliest convenience.

Thank you for your immediate attention to this matter. Should you require any further information or documentation, please do not hesitate to contact me.

Sincerely,

[Your Name]