

Utility Service Outage Investigation Request

To: [Utility Company Name]

Date: [Insert Date]

From: [Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

Subject: Request for Investigation of Service Outage

Dear [Utility Company Representative's Name],

I am writing to formally request an investigation into the recent outage of [specific utility service, e.g., electricity, water, gas] that occurred on [date of outage]. Our service address is [your service address].

The outage began at approximately [time of outage], impacting not only my household but also several neighboring homes. Since the outage, we have experienced [details about any adverse effects caused by the outage, e.g., loss of food in the refrigerator, health concerns, etc.].

Please provide details regarding the cause of this outage and the expected timeline for restoring normal service. Additionally, I kindly request any information on measures being implemented to prevent future occurrences.

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

Sincerely,

[Your Name]