

# Utility Outage Notification

Dear Valued Customer,

We are writing to inform you that, due to severe weather conditions, there will be a temporary outage of utility services in your area. The outage is expected to begin on **[Start Date/Time]** and may last until **[End Date/Time]**.

Your safety is our top priority. We encourage you to take necessary precautions during this time. Please ensure that you have sufficient water, food, and any other essentials on hand.

We are working diligently to restore services as quickly as possible. Our team is closely monitoring the situation and will provide updates as they become available.

If you have any questions or need assistance, please do not hesitate to contact our customer service line at **[Phone Number]**.

Thank you for your understanding and patience during this challenging time.

Sincerely,

[Your Company Name]

[Your Company Contact Information]