

Gas Supply Disruption Notification

Date: [Insert Date]

Dear [Customer Name],

We are writing to inform you of a temporary disruption in gas supply that will affect your service. This disruption is due to [brief explanation of the reason, e.g., scheduled maintenance, emergency repairs, etc.].

The expected timeline for the disruption is as follows:

- **Start Date and Time:** [Insert Start Date and Time]
- **End Date and Time:** [Insert Expected End Date and Time]

We understand the inconvenience this may cause and appreciate your understanding as we work to resolve the issue. Please ensure that all gas appliances are turned off during this period for safety.

If you have any questions or need further assistance, please do not hesitate to contact our customer service department at [Insert Contact Information].

Thank you for your cooperation.

Sincerely,

[Your Company Name]

[Your Company Contact Information]