

# Water Service Interruption Notification

Date: [Insert Date]

Dear [Customer Name],

We want to inform you that due to [reason for interruption, e.g., emergency repairs, routine maintenance], there will be a temporary interruption in water service in your area on [specific date and time].

We anticipate that water service will be restored by [expected time of restoration].

We apologize for any inconvenience this may cause and appreciate your understanding as we work to improve our services.

If you have any questions or concerns, please do not hesitate to reach out to our customer service at [contact information].

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Contact Information]