

# Utility Service Performance Inquiry

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Utility Service Provider Name]

[Provider Address]

[City, State, Zip Code]

Dear [Utility Service Provider],

I am writing to inquire about the performance of your utility services at my residence located at [Your Address]. I have experienced several issues including [briefly describe the issues, e.g., frequent outages, low water pressure, etc.].

I would appreciate your prompt attention to this matter and any information regarding steps being taken to address these issues. Additionally, I am interested in understanding what measures are in place to ensure reliable service moving forward.

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

Sincerely,

[Your Name]