

Application for Utility Relief Funds

Date: [Insert Date]

To: [Utility Company Name]

Address: [Utility Company Address]

Dear [Utility Company Representative],

I hope this message finds you well. My name is [Your Name], and I am writing to apply for the Utility Relief Funds program due to my current financial difficulties.

I am a resident of [Your Address] and have been a customer of [Utility Company Name] since [Year]. Due to [briefly explain your situation, e.g., loss of job, medical expenses, etc.], I am facing challenges in paying my utility bills.

Enclosed are the necessary documents to support my application, including proof of income and any relevant financial statements.

Thank you for considering my application. I appreciate any assistance you can provide during this challenging time. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Phone Number]

[Your Email Address]