

Notification of Loss

Date: [Insert Date]

To: [Utility Company Name]

Address: [Utility Company Address]

Dear [Utility Company Name],

I am writing to formally notify you of a loss incurred during the recent disruption of utility services that occurred on [insert date of disruption]. During this period, I experienced [briefly describe the loss, e.g., spoilage of perishable goods, disruption to business operations].

The details of the incident are as follows:

- **Date of Disruption:** [Insert Date]
- **Type of Utility Affected:** [e.g., electricity, water]
- **Description of Loss:** [Provide detailed description]
- **Total Estimated Loss:** \$[Insert Amount]

I kindly request that you review this matter and provide information regarding any compensation that may be available to cover the losses incurred. You can reach me at [your phone number] or [your email address] for any further information required.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]