

Utility Bill Extension Request for Disaster Relief Assistance

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To Whom It May Concern,

I am writing to formally request an extension on my utility bill payment due to the recent disaster that has impacted my community and my household. The unforeseen circumstances have created a significant financial burden, making it challenging for me to meet my upcoming payment deadline.

Account Number: [Your Account Number]

Recent Bill Due Date: [Insert Due Date]

I kindly ask for your understanding and support during this difficult time. If possible, I would appreciate an extension of [number of days/weeks you're requesting] to allow me the necessary time to recover and manage my finances.

Thank you for considering my request for disaster relief assistance. I look forward to your positive response.

Sincerely,

[Your Name]