

Application for New Utility Service

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

Email: [Your Email]

Phone: [Your Phone Number]

[Utility Company Name]

[Company Address]

[City, State, ZIP Code]

Dear [Utility Company Name],

I am writing to request the initiation of utility service at my new residence located at [New Address]. I would like to establish service for [specific utilities needed, e.g., electricity, water, gas] starting on [desired start date].

For your reference, I have included the following details:

- Full Name: [Your Name]
- Service Address: [New Address]
- Previous Address: [Your Previous Address]
- Account Number (If applicable): [Your Account Number]
- Contact Phone Number: [Your Phone Number]

Please let me know if you require any additional information or documentation to process this request. I look forward to your prompt response so we can ensure a smooth transition of service.

Thank you for your assistance.

Sincerely,

[Your Name]