

Your Name

Your Address

City, State, Zip Code

Email Address

Phone Number

Date

Utility Company Name

Utility Company Address

City, State, Zip Code

Dear [Utility Company Name],

I hope this message finds you well. I am writing to express my concerns regarding the reliability of your utility service in our area.

Over the past few months, I have experienced several interruptions in service which have caused considerable inconvenience. These outages have occurred without prior notice, affecting daily activities and, at times, causing damage to appliances.

I would appreciate any information you could provide regarding the reasons for these interruptions and any steps being taken to improve service reliability in our community. Our neighborhood is dependent on consistent service, and I hope to see improvements soon.

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

Sincerely,

Your Name