

Temporary Utility Service Disruption Announcement

Dear Valued Customers,

We would like to inform you that due to necessary maintenance work, there will be a temporary disruption of utility services in your area.

Disruption Details:

- **Date:** [Insert Date]
- **Time:** [Insert Start Time] to [Insert End Time]
- **Affected Area:** [Insert Area/Location]

We apologize for any inconvenience this may cause and appreciate your understanding as we work to improve our services.

If you have any questions or need further information, please feel free to contact our customer service at [Insert Contact Information].

Thank you for your cooperation.

Sincerely,

[Your Company Name]

[Your Company Contact Information]