

Utility Service Guarantee Policy

Date: [Insert Date]

Dear [Recipient's Name],

We are pleased to inform you about our Utility Service Guarantee Policy, designed to assist low-income households like yours. This policy ensures that eligible participants receive uninterrupted utility services regardless of financial challenges.

As part of this program, you will benefit from:

- Priority service during service disruptions.
- Flexible payment options tailored to your financial situation.
- Access to additional resources and support programs.

To maintain your eligibility, please ensure you provide the necessary documentation as requested by our team, including proof of income and household size. We encourage you to reach out with any questions or concerns.

Thank you for trusting us to provide your utility services.

Sincerely,

[Your Name]

[Your Title]

[Utility Company Name]

[Contact Information]