

Letter of Urgency for Immediate Attention on Power Outage Reimbursement

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Utility Company Name]

[Utility Company Address]

[City, State, Zip Code]

Subject: Urgent Request for Reimbursement Due to Power Outage

Dear [Utility Company Customer Service],

I am writing to formally request immediate attention regarding my reimbursement claim for the recent power outage that occurred on [date]. The outage lasted for [duration of the outage], causing significant inconvenience and resulting in [mention any losses or issues, e.g., spoiled food, damaged appliances, etc.].

Despite previous communications with your customer service team, I have not yet received a resolution to my request. This situation is impacting my household, and I urge you to expedite the reimbursement process as soon as possible.

I have attached all necessary documentation to support my claim, including bills and photographs of any damages incurred. Please contact me directly at [your phone number] or [your email] to discuss this matter further.

Thank you for your immediate attention to this urgent issue. I look forward to your prompt response.

Sincerely,

[Your Name]