

Urgent Notification: Peak Demand Alert

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Title]

[Recipient's Company]

[Recipient's Address]

Dear [Recipient's Name],

We are writing to inform you of an urgent situation pertaining to our energy supply. Due to unexpected circumstances, we are currently experiencing peak demand on our services, which may affect our ability to meet normal consumption levels.

We kindly ask that you take immediate action to reduce your energy usage during this period. Your cooperation will help ensure the stability of our service and prevent any potential disruptions.

We anticipate this peak demand situation to last until [Insert Expected End Date/Time]. We appreciate your understanding and prompt attention to this matter.

If you have any questions or require further assistance, please do not hesitate to contact us at [Contact Information].

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]