

# **Subject: Outage Alert Notification**

Dear Valued Customer,

We hope this message finds you well. We are writing to inform you about a temporary outage in your area that may affect your utility service.

## **Outage Details:**

- **Outage Region:** [Insert Region]
- **Estimated Start Time:** [Insert Start Time]
- **Estimated End Time:** [Insert End Time]

Our team is actively working to resolve the issue and restore service as quickly as possible. We appreciate your patience during this time.

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

Thank you for your understanding.

Sincerely,

[Your Company Name]

[Your Company Contact Information]