

Utility Emergency Hotline

Date: [Insert Date]

To: [Recipient Name]

Address: [Recipient Address]

Dear [Recipient Name],

We're reaching out to inform you about our Utility Emergency Hotline, established to provide immediate assistance during any utility-related emergencies. Our team is available 24/7 to address issues such as:

- Power outages
- Water main breaks
- Gas leaks
- Downed power lines

For immediate assistance, please contact our hotline at [Insert Hotline Number]. Your safety is our top priority, and we are here to help you resolve any urgent utility issue.

Thank you for your attention to this important service. Stay safe!

Sincerely,
[Your Name]
[Your Title]
[Company Name]
[Contact Information]