

Final Notice: Utility Service Deactivation

Dear [Customer's Name],

We are writing to inform you that your utility service with [Utility Company Name] will be deactivated effective [Date] due to non-payment of your account.

Your account balance currently stands at [Amount] and remains unpaid despite previous notifications. To avoid service interruption, please remit payment immediately.

If you have already made a payment or wish to discuss your account, please contact our customer service team at [Customer Service Phone Number] or [Customer Service Email].

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Utility Company Name]

[Company Contact Information]