

ELECTRIC SERVICE DISCONNECTION NOTICE

,

RE: Disconnection of Electric Service, Account#

Dear ,

We regret to inform you that your electric service is subject to disconnection due to non-payment of outstanding balances. Despite previous notifications and reminders for payment your overdue amount remains unpaid. As a result, we are required to take this action.

Service Address:

Amount Due:

Unless we receive full payment of the outstanding balance by , your electric service will be disconnected on .

We understand that circumstances may arise that make it challenging to meet financial obligations. If you are experiencing difficulties or require assistance in arranging payment, please contact our customer service department immediately at .

We are committed to working with you to find a resolution and avoid this disconnection and sincerely hope for a prompt resolution to this matter. Thank you for your attention to this notice and we appreciate your cooperation in resolving your outstanding balance quickly.

Sincerely,