



UTILITY INTERRUPTION NOTICE



DATE _____ PROPERTY NAME / NUMBER _____

RESIDENT NAME(S) _____

UNIT NUMBER _____ STREET ADDRESS _____

CITY _____ STATE _____ ZIP _____

SAMPLE **SAMPLE**

This is to notify you of a utility interruption that may affect this building and/or your unit during the following times **(all of which are approximate)**:

Starting SAMPLE at SAMPLE and completed by SAMPLE at SAMPLE.
DATE TIME (am / pm) DATE TIME (am / pm)

Utilities affected:

☒ Water ☒ Hot water ☒ Electric ☒ Gas ☒ Cable/Internet ☒ Other SAMPLE

Reason for interruption:

SAMPLE

Actual notice of the utility interruption has been given to Resident as follows:

- ☒ Verbally to Resident at SAMPLE on SAMPLE or SAMPLE
TIME (am / pm) DATE
- ☒ Left message on Resident's answering machine at SAMPLE on SAMPLE or SAMPLE
TIME (am / pm) DATE
- ☒ Notice posted on door of unit at SAMPLE on SAMPLE or SAMPLE
TIME (am / pm) DATE
- ☒ Notice mailed to Resident by first class mail on SAMPLE (add 3 days for mailing only) or SAMPLE
DATE
- ☒ Notice given by other method allowed by written rental agreement at SAMPLE on SAMPLE.
TIME (am / pm) DATE

Identify method: SAMPLE

We appreciate your understanding and cooperation.

SAMPLE

SAMPLE

OWNER/AGENT

☒ **SAMPLE**

SAMPLE

ADDRESS

SAMPLE

SAMPLE

TELEPHONE

EMAIL