

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Gas Company Name]
[Company Address]

[City, State, Zip Code]

Subject: Application for Residential Gas Connection

Dear [Recipient's Name],

I am writing to formally request the installation of a residential gas connection at my property located at [Your Address].

Details of the connection request are as follows:

- Full Name: [Your Name]
- Address: [Your Address]
- Phone Number: [Your Phone Number]
- Email: [Your Email Address]
- Type of Gas Service Required: [Natural Gas/LPG]
- Preferred Installation Date: [Date]

Please inform me of any documents required and the process for this request. I appreciate your prompt attention to this matter and look forward to your response.

Thank you.

Sincerely,

[Your Name]

[Signature (if sending a hard copy)]