

[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 Gas Connection

Dear [Gas Company Name/Customer Service],

I am writing to formally request a gas connection at my residence located at [your address].

I have recently moved into the property/[provide details of new construction if applicable], and I require a gas connection for [explain purpose, e.g., heating, cooking, hot water].

Please find attached the necessary documents, including:

1. Proof of identity (e.g., Aadhar card, driver's license)
2. Proof of residence (e.g., utility bill, lease agreement)
3. Application form (if applicable)

I request you to process my application at your earliest convenience and inform me of any further requirements or procedures.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,
[Your Name]