

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

Dear [Company Name or Contact Person],

Subject: Request for Garbage Collection Services

I am writing to request garbage collection services for my residence located at [Your Address]. I would like to know the following details regarding your services:

1. Collection schedule (e.g., weekly, bi-weekly)
2. Types of waste accepted (e.g., regular trash, recyclables, yard waste)
3. Pricing and payment options
4. Any special requirements or additional services offered

Please provide me with the necessary information at your earliest convenience. I look forward to your prompt response so we can arrange for the service to begin as soon as possible.

Thank you for your assistance.

Sincerely,
[Your Name]