

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]
[Extermination Company Name]
[Company Address]
[City, State, ZIP Code]

Dear [Extermination Company Name/Manager's Name],
I hope this message finds you well. I am writing to request your services for the extermination of gnats in my home.

Details of the situation:

- ****Location:**** [Specify the area in your home, e.g., kitchen, bathroom]
- ****Severity of Infestation:**** [Describe how many gnats you have observed and any additional details]
- ****Previous treatments:**** [Mention if any treatments have been attempted]

I would appreciate if you could provide information on your services, availability for a consultation, and any preparation that might be required on my part prior to treatment.

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

Sincerely,

[Your Name]
[Your Signature, if sending a hard copy]