

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]
[Service Provider's Name]
[Company Name]
[Company Address]
[City, State, ZIP Code]

Dear [Service Provider's Name or "Customer Service Team"],

Subject: Service Request for Residential Services

I hope this message finds you well. I am writing to formally request residential services at my property located at [Your Address].

Specifically, I am seeking assistance with the following services:

- [Service 1]
- [Service 2]
- [Service 3]

I would appreciate it if you could provide me with an estimate of the scheduling and costs associated with these services. Please feel free to reach me at [Your Phone Number] or [Your Email Address] for any further information you may require.

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)]