

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Electricity Provider's Name]
[Provider's Address]
[City, State, Zip Code]
Dear [Provider's Customer Service/Specific Contact Name],
Subject: Request for Meter Removal
I hope this message finds you well. I am writing to formally request the
removal of the electricity meter at my property located at [Property
Address].
Due to [reason for meter removal, e.g., property renovation, moving,
etc.], I would like to schedule a removal at your earliest convenience.
Please let me know the necessary steps and any requirements on my part to
facilitate this process.
Thank you for your attention to this matter. I look forward to your
prompt response.
Sincerely,
[Your Name]
[Account Number] (if applicable)