

Utility Service Contract

Date: [Insert Date]

To,

[Utility Company Name]

[Utility Company Address]

[City, State, Zip Code]

Dear [Utility Company Representative's Name],

Subject: Proposal for Utility Service Contract

I hope this letter finds you well. I am writing to propose a utility service contract between [Your Company/Name] and [Utility Company Name]. Our goal is to ensure a reliable and efficient service that meets our operational needs while maintaining a mutually beneficial relationship.

The proposed contract would cover the following:

- Service Type: [e.g., Water, Electricity, Gas]
- Service Start Date: [Insert Date]
- Term of Service: [e.g., Monthly, Annually]
- Rates and Charges: [Detail any proposed rates]
- Payment Terms: [Detail payment methods and due dates]
- Service Level Agreement: [Outline expectations and response times]

We believe that this contract will not only enhance our operational efficiency but also foster a long-term partnership between our organizations.

Please feel free to contact me at [Your Phone Number] or [Your Email Address] to discuss this proposal further. I look forward to your prompt response.

Thank you for considering our request.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]