

# Utility Account Management Authorization

Date: [Insert Date]

To Whom It May Concern,

I, [Your Name], hereby authorize [Authorized Person's Name] to manage my utility account [Account Number] on my behalf. This includes, but is not limited to, making updates to the account, handling inquiries, and receiving account information.

Details of the authorized individual are as follows:

- Name: [Authorized Person's Name]
- Phone Number: [Authorized Person's Phone Number]
- Email: [Authorized Person's Email]

This authorization is valid until [Insert Expiration Date] or until revoked in writing by me.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email]