

# Utility Account Management Authorization Letter

Date: [Insert Date]

To: [Utility Company Name]

Address: [Utility Company Address]

Subject: Authorization for Utility Account Management

Dear [Utility Company Representative],

We, [Business Name], located at [Business Address], hereby authorize [Authorized Person's Name] to act on our behalf regarding the management of our utility accounts associated with account number [Account Number].

This authorization includes, but is not limited to, the following actions:

- Accessing account information
- Making changes to account services
- Discussing billing and payment issues
- Requesting service connections or disconnections

This authorization is valid until further notice and can be revoked by us in writing.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Business Name]

[Contact Information]