

# Utility Account Management Authorization

Date: [Insert Date]

To: [Utility Company Name]

[Utility Company Address]

[City, State, Zip Code]

Subject: Authorization for Temporary Service Changes

Dear [Utility Company Name],

I, [Your Full Name], the account holder for utility account number [Account Number], hereby authorize [Authorized Person's Full Name] to manage my utility account and make temporary service changes on my behalf.

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

- Service interruptions
- Service reconnections
- Changes to billing address

This authorization is valid from [Start Date] to [End Date].

Thank you for your attention to this matter. Please feel free to contact me at [Your Phone Number] or [Your Email Address] should you require any further information or verification.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Address]

[City, State, Zip Code]