

# Name Change Application for Utility Services

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Account Number]

To,

The Customer Service Department,

[Utility Company Name]

[Utility Company Address]

[City, State, Zip Code]

Subject: Application for Name Change on Utility Account

Dear Sir/Madam,

I am writing to formally request a change of name on my utility account, currently associated with my account number [Your Account Number].

My previous name was [Your Previous Name] and I would like to update it to [Your New Name]. This change is due to [insert reason, e.g., marriage, divorce, etc.].

Enclosed with this letter are the necessary documents to support my request, including [list the documents, such as a marriage certificate, court order, etc.].

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Contact Information]