

Meter Reading Submission Notification

Dear [Tenant's Name],

We hope this message finds you well. This is to inform you that your recent meter reading has been updated in our system.

Details of the Meter Reading:

- Property Address: [Property Address]
- Meter Number: [Meter Number]
- Previous Reading: [Previous Reading]
- Current Reading: [Current Reading]
- Date of Submission: [Submission Date]

Please review the information and let us know if you have any questions or concerns.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]