

Budget Billing Plan Enrollment Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To: [Utility Company Name]

[Utility Company Address]

[City, State, Zip Code]

Dear [Utility Company],

I am writing to formally request enrollment in your Budget Billing Plan. My account number is [Account Number]. I would like to participate in this program to help manage my monthly utility expenses.

Thank you for considering my request. I look forward to your response regarding my enrollment.

Sincerely,

[Your Name]