

Dear [Customer Service Team/Name],

I hope this message finds you well. I am writing to inquire about my billing cycle for my account [Your Account Number/Name]. I would appreciate it if you could provide me with the details regarding the start and end date of my current billing cycle, as well as any related information on upcoming charges.

Furthermore, if there are any options for customizing my billing cycle to better suit my needs, I would like to explore those as well.

Thank you for your assistance. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Contact Information]