

Request for Installation of Second Electric Meter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Utility Company Name]

[Utility Company Address]

[City, State, Zip Code]

Dear [Utility Company Representative's Name],

I am writing to formally request the installation of a second electric meter at my residence located at [Your Address]. Due to [briefly explain the reason for the request, e.g., increased energy consumption from a home office, rental activities, etc.], it has become necessary to monitor and manage my electricity usage more effectively.

I understand that the installation of an additional meter may involve certain processes, and I am willing to comply with all necessary requirements and fees associated with this request. I believe having a second meter will help ensure accurate billing and assist in efficient energy management.

I appreciate your attention to this matter and look forward to your prompt response. Please feel free to contact me at [Your Phone Number] or [Your Email Address] should you require any further information.

Thank you for considering my request.

Sincerely,

[Your Name]