

Notification of Enhanced Utility Fees

Date: [Insert Date]

Dear [Customer's Name],

We hope this message finds you well. We are reaching out to inform you about an important update regarding our utility fees. In an effort to maintain and improve the quality of our services, we will be implementing enhanced utility fees effective [Insert Effective Date].

The new fee structure is as follows:

- Residential Utilities: [Insert New Rate]
- Commercial Utilities: [Insert New Rate]
- Additional Services: [List Any Changes]

We understand that changes in fees can be challenging, and we are committed to transparency and support during this transition. For any questions or concerns, please do not hesitate to contact our customer service department at [Insert Contact Information].

Thank you for your understanding and continued support.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Address]

[Company Phone Number]

[Company Email]