

Utility Service Agreement Dispute

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 Contact Name],

I am writing to formally dispute the terms and conditions outlined in my utility service agreement dated [Insert Date of Agreement]. My account number is [Insert Account Number].

After reviewing the charges and conditions of service, I found discrepancies regarding [specify the point of dispute, e.g., billing errors, service interruption, etc.]. Specifically, [describe the issue in detail].

I request that you investigate this matter promptly and provide me with a resolution by [insert a specific date, typically 14-30 days from the date of the letter]. I believe that my position is valid based on [mention any applicable laws, regulations, or documentation that supports your claim].

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]