

# Application for New Utility Billing Schedule

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Utility Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Utility Company Representative's Name],

I am writing to formally request a change in my utility billing schedule. My account number is [Your Account Number], and the current billing schedule has posed some challenges for me, particularly in terms of maintaining my budget.

After reviewing my options, I would greatly appreciate the possibility of switching to a new billing cycle that better aligns with my financial planning. If available, I would like to discuss options for [Preferred Billing Schedule].

Thank you for considering my request. I look forward to your prompt reply.

Sincerely,

[Your Name]