

Utility Tariff Adjustment Inquiry for Seasonal Usage

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Email Address]

[Your Phone Number]

To Whom It May Concern,

[Utility Company Name]

[Company Address]

[City, State, ZIP Code]

Subject: Inquiry Regarding Utility Tariff Adjustment for Seasonal Usage

Dear [Recipient's Name or "Customer Service Team"],

I hope this message finds you well. I am writing to inquire about the recent adjustments in tariffs applied to my utility account ([Your Account Number]) in relation to my seasonal usage.

As a seasonal user of your services, I have noticed [briefly describe any specific observations or concerns you have regarding the tariff changes, e.g., increased rates, discrepancies in billing, etc.]. I kindly request clarification on how these adjustments are determined and whether they take into account the reduced usage during off-peak seasons.

Add any additional specific queries or concerns you may have regarding the tariff calculation or adjustments.

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

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]