

Letter of Appeal for Seasonal Utility Fee Adjustment

Date: [Insert Date]

To: [Utility Company Name]

Address: [Utility Company Address]

Dear [Customer Service Manager/Recipient's Name],

I hope this letter finds you well. I am writing to formally appeal for an adjustment to the seasonal utility fees applied to my account, [Your Account Number].

As a long-time customer, I have always appreciated the services provided by your esteemed company. However, I have recently noticed a significant increase in my utility charges during the [specific season, e.g., summer or winter months].

Due to [reason for appeal, e.g., higher energy consumption due to extreme weather conditions, or unexpected changes in circumstances], I believe my situation warrants a reevaluation of the current fee structure that affects my account.

I kindly request your consideration in adjusting my utility fees for this season to reflect a more reasonable charge that aligns with my historical usage. Enclosed are the relevant documents that support my claim, including [list any attached documents, e.g., previous bills, usage history, etc.].

Thank you for your attention to this matter. I look forward to your prompt response and hope for a favorable resolution.

Sincerely,

[Your Name]

[Your Address]

[Your City, State, Zip Code]

[Your Phone Number]

[Your Email Address]