

Request for Seasonal Rate Change in Utilities

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Utility Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Utility Company Representative],

I hope this message finds you well. I am writing to formally request a seasonal rate change for my utility services. My account number is [Your Account Number].

As we approach the seasonal changes, I have noticed an increase in consumption due to [briefly explain reason, e.g., heating during winter, cooling during summer]. I believe a seasonal rate adjustment would better reflect the usage patterns and provide relief during these peak times.

I would appreciate your consideration of this request and would be happy to provide any further information needed. Thank you for your time and assistance. I look forward to your prompt response.

Sincerely,

[Your Name]