

# Application for Alternate Utility Billing Options

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 [Customer Service Representative/Specific Name],

I am writing to request alternate utility billing options for my account.

My account number is [Insert Account Number], associated with the name [Insert Your Account Name]. Due to [briefly explain your reason, e.g., financial hardship, preference for eco-friendly options, etc.], I would like to explore the available options for alternate billing such as [list specific options, e.g., budget billing, monthly installments].

I appreciate your assistance in this matter and look forward to your prompt response. Please feel free to contact me should you need any further information.

Thank you for your attention to this request.

Sincerely,

[Your Name]