

# Utility Meter Reading Submission

Date: [Insert Date]

To Whom It May Concern,

I hope this message finds you well. I am writing to submit the utility meter readings for my seasonal property located at [Insert Property Address]. Please find the details below:

## Utility Meter Readings

Utility Type	Meter Number	Reading Date	Meter Reading
Electricity	[Insert Meter Number]	[Insert Reading Date]	[Insert Meter Reading]
Water	[Insert Meter Number]	[Insert Reading Date]	[Insert Meter Reading]
Gas	[Insert Meter Number]	[Insert Reading Date]	[Insert Meter Reading]

If you require any further information, please do not hesitate to contact me at [Insert Contact Information]. Thank you for your attention to this matter.

Best regards,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]