

Important Update: New Utility Bill Format

Dear Valued Customer,

We are pleased to inform you that starting from [Effective Date], our utility bills will have a new look and format. This change is aimed at providing you with a clearer understanding of your charges and making it easier for you to manage your account.

What's New?

- Clean and modern design
- Detailed breakdown of charges
- Improved readability for usage history
- Easy-to-find payment options

Please review the enclosed sample of the new bill format. If you have any questions or need further assistance, feel free to contact our customer service team at [Contact Information].

Thank you for your continued support.

Sincerely,

[Your Company Name]

[Your Company Address]

[Your Company Phone Number]