

Notification of Changes in Utility Bill Format

Date: [Insert Date]

Dear [Customer's Name],

We are writing to inform you of an upcoming change to the format of your utility bill. Starting from [Insert Effective Date], your bills will be formatted differently in order to enhance clarity and provide better information.

The new format will include:

- Detailed breakdown of usage
- Improved graphical representations
- Summary of previous bills for easy comparison
- New payment options

Please rest assured that this change is aimed at providing you with a better understanding of your electricity consumption and payment options. If you have any questions or require further assistance, feel free to contact our customer service team at [Insert Contact Information].

Thank you for your understanding and support.

Sincerely,

[Your Company's Name]

[Your Company's Contact Information]