

# Confirmation of Utility Payment

Date: [Insert Date]

To: [Customer's Name]

[Customer's Address]

Dear [Customer's Name],

We are writing to confirm the receipt of your utility payment. Below are the details of your transaction:

- Account Number: [Insert Account Number]
- Payment Amount: \$[Insert Amount]
- Payment Method: [Insert Method, e.g., Credit Card, Bank Transfer]
- Payment Date: [Insert Payment Date]

Thank you for your prompt payment. If you have any questions or need further assistance, please do not hesitate to contact us.

Sincerely,

[Your Name]

[Your Position]

[Utility Company Name]

[Contact Information]