

# Utility Payment Recognition

Date: [Insert Date]

Customer Name: [Insert Customer Name]

Address: [Insert Customer Address]

Dear [Customer Name],

We would like to take this opportunity to acknowledge receipt of your recent utility payment. Your commitment to timely payments helps us to provide you with the best service possible.

Payment Details:

- Payment Amount: \$[Insert Amount]
- Payment Date: [Insert Payment Date]
- Account Number: [Insert Account Number]

Thank you for your prompt payment. If you have any questions or require further assistance, please do not hesitate to contact us at [Insert Contact Information].

Sincerely,

[Your Company Name]

[Your Company Address]

[Your Company Phone Number]

[Your Company Email]