

# Utility Service Contract Offer

Date: [Insert Date]

To,

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are pleased to offer you a contract for our utility services. This contract includes terms and conditions regarding the provision of services such as [list specific services, e.g., electricity, water, gas]. Below are the details of the offer:

## Contract Details

- **Service Type:** [Service Type]
- **Monthly Rate:** [Amount]
- **Contract Duration:** [Duration]
- **Start Date:** [Start Date]
- **Termination Policy:** [Details]

If you agree to the terms outlined above, please sign and return the enclosed contract by [Return Date]. We are looking forward to providing you with our services.

Thank you for considering our offer.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Address]

[City, State, Zip Code]

[Phone Number]

[Email Address]