

Request for Utility Account Historical Data

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Utility Company Name]

[Utility Company Address]

[City, State, Zip Code]

Dear Customer Service Team,

I am writing to request the historical data for my utility account. Below are the details of my account:

- Account Number: [Your Account Number]
- Service Address: [Your Service Address]

I would like to receive data regarding my usage, billing statements, and any other relevant information for the past [insert time frame, e.g., 12 months]. This information will assist me in understanding my consumption patterns and managing my account effectively.

Please let me know if there are any forms or fees associated with this request. I appreciate your assistance and look forward to your prompt response.

Thank you for your time.

Sincerely,

[Your Name]