

# Confirmation of Adjusted Utility Payment Agreement

Date: [Insert Date]

To: [Customer's Name]

[Customer's Address]

[City, State, Zip Code]

Dear [Customer's Name],

We are writing to confirm the adjustments made to your utility payment agreement as per our recent discussion. The terms of the adjusted agreement are as follows:

- **Account Number:** [Account Number]
- **Adjusted Monthly Payment:** [Amount]
- **Effective Date:** [Effective Date]
- **Payment Due Date:** [Due Date]

Please note that this agreement will remain in effect for the duration of [insert time period, if applicable], after which we will review the terms again.

If you have any questions or concerns regarding this adjusted payment agreement, please do not hesitate to contact us at [Contact Information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Utility Company Name]

[Contact Information]