

# Utility Payment Assistance Appeal Letter

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 [Utility Company Representative's Name],

I hope this letter finds you well. I am writing to formally appeal for assistance with my utility payments due to [briefly explain your situation, e.g., unexpected medical expenses, loss of income, etc.].

Despite my best efforts to manage my expenses, I find myself in a difficult financial position. My current account balance is [insert amount] and I am unable to pay my bill due on [insert due date]. Enclosed are documents that support my request, including [mention any relevant documents enclosed, such as income statements, bills, etc.].

I appreciate any assistance you can provide me with, as your support is crucial for my ability to maintain essential services during this challenging time.

Thank you for considering my appeal. I look forward to your prompt response.

Sincerely,

[Your Name]