

Utility Rate Adjustment Appeal Request

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 Contact Person],

I am writing to formally appeal the recent adjustment to my utility rates as communicated in your notice dated [Insert Notice Date]. As a long-time customer, I have consistently paid my bills on time and have always valued the services provided by your company.

However, I have concerns regarding the recent increase in rates. [Provide a brief explanation of your reasons for the appeal, such as financial hardship, errors in billing, comparison to previous rates, etc.].

I kindly request a thorough review of my billing history and the circumstances surrounding this rate adjustment. It would be appreciated if you could provide a detailed explanation and consider my appeal based on my usage patterns and loyalty as a customer.

I look forward to your prompt response. Please feel free to contact me at [Your Phone Number] or [Your Email Address] if you need any further information or documentation regarding my account.

Thank you for your attention to this matter.

Sincerely,

[Your Name]