

Authorization Request for Utility Payments

Date: [Insert Date]

To: [Utility Company Name]

Address: [Utility Company Address]

Subject: Authorization for Third Party Utility Payment

Dear [Utility Company Name],

I, [Your Full Name], residing at [Your Address], hereby authorize [Third Party Name] to make utility payments on my behalf for my account number [Your Account Number].

Please consider this letter as my formal authorization for [Third Party Name] to access my account information and make payments to ensure the continuity of services. I understand that I am responsible for any charges incurred during this authorization period.

This authorization will remain in effect until I provide written notice to revoke it.

Thank you for your attention to this matter.

Sincerely,

[Your Full Name]

[Your Signature (if sending a hard copy)]

[Your Phone Number]

[Your Email Address]