

Utility Account Authorization Letter

Date: [Insert Date]

To Whom It May Concern,

I, [Your Full Name], residing at [Your Address], hereby authorize my friend, [Friend's Full Name], to access and manage my utility account with [Utility Company Name], account number [Account Number].

This authorization allows [Friend's Name] to inquire about account status, make payments, and handle any necessary changes related to my account.

This authorization is valid until [Specify Date or "until further notice"].

Thank you for your attention to this matter.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Contact Information]