

Utility Account Authorization Letter

Date: [Insert Date]

To Whom It May Concern,

We, the undersigned, hereby authorize each other as joint account holders for the utility account associated with the address below:

Account Holder 1:

Name: [Account Holder 1 Name]

Address: [Account Holder 1 Address]

Phone Number: [Account Holder 1 Phone Number]

Email: [Account Holder 1 Email]

Account Holder 2:

Name: [Account Holder 2 Name]

Address: [Account Holder 2 Address]

Phone Number: [Account Holder 2 Phone Number]

Email: [Account Holder 2 Email]

Utility Account Details:

Account Number: [Utility Account Number]

Service Address: [Service Address]

This letter serves to confirm that both parties are authorized to discuss account information, make changes, and handle billing matters related to the utility account.

Thank you for your immediate attention to this matter.

Sincerely,

[Account Holder 1 Name]

[Account Holder 2 Name]