

Formal Complaint Regarding Excessive Utility Charges

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 Customer Service],

I am writing to formally complain about the excessive utility charges on my account, [Your Account Number]. Over the past few months, I have noticed a significant increase in my monthly bills without any corresponding increase in my usage. My average utility bill during the previous year was around [Insert Amount], but in the last billing cycle, my bill amounted to [Insert Excessive Amount], which is unacceptable.

I have already attempted to resolve this issue through your customer service, but to no avail. I would appreciate it if you could provide a detailed breakdown of my utility charges and a thorough explanation of why my billing has increased so drastically. Additionally, I request a review of my account to ensure accuracy.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]