

Letter of Demand for Accurate Utility Billing Assessment

Your Name

Your Address

City, State, Zip Code

Email Address

Phone Number

Date: [Insert Date]

Utility Company Name

Utility Company Address

City, State, Zip Code

Subject: Demand for Accurate Utility Billing Assessment

Dear [Utility Company Representative's Name],

I am writing to formally demand an accurate assessment of my utility billing for account number [Your Account Number]. I have recently reviewed my bills and noticed discrepancies that warrant immediate attention.

Specifically, the following issues have been observed:

- [Describe specific billing issue #1]
- [Describe specific billing issue #2]
- [Describe specific billing issue #3]

These discrepancies have resulted in [mention impact, e.g., excessive charges, financial strain, etc.], and I kindly request a thorough review of my billing history, as well as a correction if necessary.

According to my records, I have been a customer since [Start Date], and I expect all billing to reflect accuracy and fairness. Please respond to this request within [insert a reasonable timeframe, e.g., 15 business days], so we can resolve this matter promptly.

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

Sincerely,

[Your Name]