

Utility Budget Billing Program

Date: [Insert Date]

[Recipient Name]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

We hope this letter finds you well. We are writing to inform you about our Utility Budget Billing Program, designed to help you manage your energy costs more effectively. This program allows you to pay a consistent monthly amount, which can help you budget your expenses more easily throughout the year.

By participating in the Budget Billing Program, your monthly payment will be based on your average usage over the past year, ensuring that you are not surprised by fluctuating bills during peak usage months.

If you are interested in enrolling in this program or would like more information, please do not hesitate to contact us at [Customer Service Phone Number] or visit our website at [Website URL]. We are here to help you manage your utility expenses better.

Thank you for being a valued customer.

Sincerely,

[Your Name]

[Your Title]

[Utility Company Name]

[Utility Company Contact Information]