

Utility Meter Replacement Update

Dear [Customer's Name],

We are writing to inform you about an important update regarding the mandatory replacement of utility meters in your area. This measure is being implemented to enhance service accuracy and reliability.

Your utility meter is scheduled to be replaced on [Date]. A technician from [Utility Company Name] will arrive at your residence between [Start Time] and [End Time].

Please ensure that the area around your utility meter is accessible on the scheduled date. If you have any questions or need to reschedule, feel free to contact us at [Phone Number] or [Email Address].

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Utility Company Name]

[Company Address]

[Company Phone Number]