

Voluntary Utility Meter Replacement Offer

Date: [Insert Date]

[Recipient Name]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

We hope this letter finds you well. As part of our commitment to providing reliable and efficient service, we are pleased to offer you a voluntary meter replacement for your utility service.

Our records indicate that your current meter is due for replacement. The new meter will enhance the accuracy of your billing and improve our ability to monitor utility usage effectively.

Highlights of the new meter include:

- Improved accuracy in readings
- Enhanced features for better energy management
- Faster detection of outages or issues

If you choose to accept this offer, please contact us at [Insert Contact Information] by [Insert Response Deadline]. Our team will schedule a convenient time for the installation at no cost to you.

Thank you for your attention to this important matter. We look forward to continuing to serve you.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]