

Water Utility Assessment Inquiry

Date: [Insert Date]

Customer Name: [Insert Customer Name]

Customer Address: [Insert Customer Address]

Account Number: [Insert Account Number]

Dear [Customer Name],

We are writing to you regarding your recent inquiry about the assessment related to your water utility services. We understand the importance of clarity and transparency in billing and account management.

Please provide us with specific details regarding the assessment you are inquiring about, including any previous billing discrepancies or specific charges you would like us to review. Your feedback is crucial in ensuring accurate service and billing practices.

We appreciate your attention to this matter and look forward to your response. If you have any immediate questions, please do not hesitate to contact our customer service department at [Insert Contact Number] or [Insert Email Address].

Thank you for choosing [Utility Company Name] as your water service provider.

Sincerely,

[Your Name]

[Your Title]

[Utility Company Name]

[Company Contact Information]