

# Utility Loyalty Reward Points Balance Inquiry

Date: [Insert Date]

To,

Customer Service Team  
[Utility Company Name]  
[Company Address]  
[City, State, ZIP]

Dear Customer Service Team,

I hope this message finds you well. I am writing to inquire about my current loyalty reward points balance associated with my utility account. My account details are as follows:

Account Holder Name: [Your Name]  
Account Number: [Your Account Number]  
Service Address: [Your Service Address]

I would appreciate it if you could provide me with the balance of my loyalty reward points at your earliest convenience. Additionally, if there are any recent transactions that have affected my points, please include those details as well.

Thank you for your assistance. I look forward to your prompt response.

Sincerely,

[Your Name]  
[Your Contact Information]  
[Your Email Address]