

Fixed Rate Utility Billing Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Utility Company Name]

[Utility Company Address]

[City, State, Zip Code]

Dear [Utility Company Contact Person],

I am writing to request a fixed rate utility billing plan for my account ([Your Account Number]). I believe that a fixed rate plan would better suit my financial needs and help me budget more effectively.

I have been a customer since [Start Date] and have appreciated your services. However, due to fluctuating rates, I would like to explore the option of a fixed-rate billing arrangement.

Please let me know what steps I need to take to initiate this process and if there are any associated fees or requirements.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]