

Authorization Letter for E-Bills

Date: [Insert Date]

[Utility Company Name]

[Utility Company Address]

[City, State, Zip Code]

Subject: Authorization for Electronic Billing

To Whom It May Concern,

I, [Your Full Name], residing at [Your Address], hereby authorize [Utility Company Name] to send all billing statements and notifications in electronic form (e-bills) to my email address: [Your Email Address].

I understand that I will not receive paper bills once this request is processed. I can revoke this authorization at any time by contacting the utility company.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Phone Number]