

# Request for Paperless Billing Enrollment

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Utility Company Name]

[Utility Company Address]

[City, State, Zip Code]

Dear [Utility Company Customer Service],

I am writing to request enrollment in your paperless billing program for my utility services. My account number is [Insert Account Number]. I would like to receive all future bills and communications electronically to reduce paper waste and streamline my billing process.

Please confirm my enrollment in paperless billing at your earliest convenience. If you require any additional information, feel free to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your assistance.

Sincerely,

[Your Name]