

Utility Services Payment Schedule

Date: [Insert Date]

To: [Customer Name]

[Customer Address]

[City, State, Zip Code]

Dear [Customer Name],

We are writing to provide you with your payment schedule for the utility services provided to your account. Please find the details below:

Payment Due Date	Amount Due	Payment Status
[Due Date 1]	[Amount 1]	[Status 1]
[Due Date 2]	[Amount 2]	[Status 2]
[Due Date 3]	[Amount 3]	[Status 3]

If you have any questions regarding your payment schedule, please feel free to contact us at [Contact Information].

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Company Contact Information]