Utility Remote Meter Reading Installation Request

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Utility Company Name]

[Utility Company Address]

[City, State, Zip Code]

Dear [Utility Company Name],

I am writing to request the installation of a remote meter reading system at my property located at [Service Address]. Due to [reason for request, e.g., "frequent travel" or "to improve efficiency"], I believe that having a remote monitoring system will be highly beneficial.

Please let me know the necessary steps to proceed with this installation, including any fees or requirements I must fulfill. I look forward to your prompt response and appreciate your attention to this matter.

Thank you for your assistance.

Sincerely,

[Your Name]