

Usage Report Distribution

Dear [Recipient's Name],

We are pleased to provide you with your usage report for the period of [Start Date] to [End Date]. Our automated services aim to keep you informed about your utility consumption and help you manage your usage effectively.

Usage Summary

- Total Usage: [Total Usage] kWh
- Peak Usage: [Peak Usage] kWh
- Off-Peak Usage: [Off-Peak Usage] kWh

Cost Breakdown

- Total Cost: \$[Total Cost]
- Fixed Charges: \$[Fixed Charges]
- Variable Charges: \$[Variable Charges]

Recommendations

To optimize your utility usage, we recommend the following:

1. Monitor your peak usage times.
2. Consider shifting heavy usage to off-peak hours.
3. Review your appliances for energy efficiency.

For more detailed information or to access past reports, please visit our website or contact our support team at [Support Email/Phone Number].

Thank you for using our services.

Sincerely,

[Your Company Name]

[Your Company Address]

[Your Company Contact Information]