

Customer Support Contact for Utility Accounts

Date: [Insert Date]

To Whom It May Concern,

Subject: Customer Support Inquiry - Utility Account #[Account Number]

Dear [Utility Company Name] Customer Support Team,

I am writing to request assistance regarding my utility account associated with the account number mentioned above. I have encountered the following issue: [Briefly describe the issue or inquiry].

To facilitate a prompt response, I have included my contact information below:

- Name: [Your Name]
- Email: [Your Email]
- Phone: [Your Phone Number]

I appreciate your attention to this matter and look forward to your prompt response.

Thank you.

Sincerely,

[Your Name]

[Your Address]