

Welcome to [Utility Company Name]

Dear [Customer Name],

Thank you for choosing [Utility Company Name] as your service provider. We are excited to have you as a new customer!

Your Service Contact Details

Customer Service Phone Number: [Phone Number]

Email Address: [Email Address]

Office Hours: [Office Hours]

Emergency Contact Number: [Emergency Number]

Service Address: [Service Address]

Additional Information

You can manage your account online through our website: [Website URL]

If you have any questions or need assistance, please don't hesitate to contact us.

Thank you for being a part of [Utility Company Name].

Sincerely,

[Your Name]

[Your Position]

[Utility Company Name]