

# Utility Tax Credit Assistance Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Email Address]

[Your Phone Number]

To Whom It May Concern,

I am writing to formally request assistance with the utility tax credit. Due to [briefly explain your situation, e.g., financial hardship, medical expenses], I am finding it increasingly difficult to manage my utility expenses.

As a resident of [Your City/County], I understand that there are programs available for individuals who are struggling to pay their utility bills. I would greatly appreciate any information you could provide on how to apply for the utility tax credit or any other assistance programs available.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]