

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Utility Company Name]
[Utility Company Address]
[City, State, Zip Code]

Subject: Proof of Residency

Dear [Utility Company Name/Customer Service Department],
I am writing to provide proof of my residency at [Your Address], in
connection with my utility account number [Your Account Number].
As requested, I have attached a copy of a recent utility bill, dated
[Date of Utility Bill], which clearly shows my name and address.
Should you need any further information or documentation, please do not
hesitate to contact me.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]