

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

Customer Service
Baltimore Gas and Electric Company (BGE)
P.O. Box 1475
Baltimore, MD 21203

Subject: Request to Update Account Address

Dear BGE Customer Service,

I am writing to request an update to the address associated with my BGE account. My account number is [Your Account Number].

Please update my address from:

[Current Address]

To:

[New Address]

The effective date for this change should be [Effective Date].

If you require any further information or documentation to process this request, please let me know.

Thank you for your assistance.

Sincerely,

[Your Name]