

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

[Recipient's Name]
[Organization's Name]
[Address]

[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Request for BGT Reassessment

I hope this letter finds you well. I am writing to formally request a reassessment of my British Gas Tariff (BGT) following [briefly explain the reason for the reassessment, e.g., changes in circumstances, billing errors, etc.].

My account details are as follows:

- Account Number: [Your Account Number]
- Service Address: [Your Service Address]

[List any specific information or evidence you are providing to support your request, e.g., recent bills, correspondence, etc.].

I appreciate your prompt attention to this matter and look forward to your response. Please feel free to contact me at [Your Phone Number] or [Your Email Address] if you require any additional information.

Thank you for your assistance.

Sincerely,
[Your Name]