

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

BGE Customer Service

[Customer Service Address]  
[City, State, Zip Code]

Subject: Request for Assistance with BGE User Account Login

Dear BGE Customer Service Team,

I hope this message finds you well. I am writing to request assistance with accessing my BGE user account. Unfortunately, I have been experiencing difficulties logging in and need your support to resolve this issue.

Here are the details of my account:

- Account Name: [Your Account Name]
- Account Number: [Your Account Number]
- Registered Email Address: [Your Registered Email Address]

[Briefly describe the issue you are facing, e.g., "Despite entering the correct username and password, I receive an error message stating 'Invalid credentials.' I have also attempted to reset my password, but I am not receiving the reset email."]

I would greatly appreciate your guidance on how to proceed in restoring access to my account. Please let me know if you require any additional information to assist me further.

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

Sincerely,

[Your Name]