

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

BGE Customer Service

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

Dear BGE Customer Service,

Subject: Request for User Login Information

I hope this message finds you well. I am writing to request assistance with my BGE online account login. My account details are as follows:

- Account Holder Name: [Your Name]
- Account Number: [Your Account Number]
- Email Address Associated with Account: [Your Email]

Unfortunately, I am unable to access my account due to [briefly explain issue, e.g., forgotten password, locked account, etc.]. I would appreciate your guidance on how to resolve this issue.

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

Sincerely,  
[Your Name]