

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

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

Subject: Request for Modification of Gas Connection Name

Dear [Gas Company Representative's Name or Customer Service],
I hope this letter finds you well.

I am writing to request a modification of the name on my gas connection account. The details of my account are as follows:

- Account Number: [Your Account Number]
- Current Name: [Your Current Name on Account]
- Address associated with account: [Your Address]

I would like to change the name on this account to [New Name] due to [reason for name change, e.g., marriage, etc.].

Please let me know if you require any additional information or documentation to process this request.

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

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]