

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

[Utility Company Name]
[Customer Service Department]
[Utility Company Address]
[City, State, Zip Code]

Subject: Inquiry Regarding KWH Usage

Dear Customer Service Team,

I hope this message finds you well. I am writing to inquire about my KWH usage for the past billing cycle. My account number is [Your Account Number]. I have noticed some discrepancies in my bill that I would like to clarify.

Specifically, I am interested in understanding the following:

1. The total KWH consumption for the billing period of [Start Date] to [End Date].
2. A breakdown of my daily usage during this timeframe.
3. Any potential reasons for an increase in usage compared to previous months.

I appreciate your assistance in this matter and look forward to your prompt response.

Thank you for your attention to my inquiry.

Sincerely,

[Your Name]

[Your Account Number] (if applicable)