

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

[Landlord's Name]  
[Landlord's Address]  
[City, State, Zip Code]

Dear [Landlord's Name],

Subject: KWH Utilization for [Property Address]

I am writing to provide documentation regarding the KWH utilization for the property located at [Property Address]. As part of the tenancy agreement and for accurate billing purposes, I would like to outline the monthly electricity usage for your records.

- \*\*Month:\*\* [Month/Year]

- \*\*KWH Utilized:\*\* [KWH Amount]

Please feel free to reach out if you require any further details or clarification regarding the usage.

Thank you for your attention to this matter.

Sincerely,  
[Your Name]