

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

Xcel Energy

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

Subject: Acknowledgment of Payment

Dear [Xcel Energy Representative's Name],

I am writing to acknowledge the receipt of my recent payment to Xcel Energy.

Payment Details:

- Account Number: [Your Account Number]
- Payment Amount: \$[Payment Amount]
- Payment Date: [Payment Date]

I appreciate your services and look forward to continuing my relationship with Xcel Energy. If you need any further information, please do not hesitate to contact me.

Thank you!

Sincerely,

[Your Name]