

## Utility Bill Payment Due Notice

**Notice Date:** \_\_\_\_\_

**Account Number:** \_\_\_\_\_

**Customer Name:** \_\_\_\_\_

**Service Address:** \_\_\_\_\_

**Amount Due:** \$ \_\_\_\_\_

**Payment Due Date:** \_\_\_\_\_

Dear Customer,

This is a reminder that your utility bill is due for payment on the date listed above. Please ensure payment is made by the due date to avoid any disruption of your utility services.

If you have already made the payment, please disregard this notice. For any questions or concerns, contact our customer service department.

Thank you for your prompt attention.

**Utility Provider Name** — Customer Service: (\_\_\_\_) \_\_\_\_ - \_\_\_\_