

Utility Bill Summary Sheet

Customer Information

Account Holder: John Doe
Account Number: 123456789
Address: 123 Main Street, Springfield, 12345
Billing Period: 01 March 2024 – 31 March 2024
Date of Issue: 05 April 2024

Utility Details

Service	Previous Reading	Current Reading	Usage	Unit	Rate	Amount (USD)
Electricity	15200	15450	250	kWh	\$0.15	37.50
Water	870	910	40	m ³	\$1.50	60.00
Gas	4120	4195	75	m ³	\$0.90	67.50
Subtotal						165.00
Taxes & Fees						8.25
Total Amount Due						\$173.25

Payment Information

Payment Due By: 20 April 2024
Payment Method: Online / Bank Transfer / Cash
For inquiries: support@utilityco.com, (123) 456-7890

Important Notes

- This document summarizes utility charges for the specified billing period only.
- If you dispute any charges, contact customer service within 7 days of receipt.
- Late payments may result in additional fees or service interruption.
- Keep this summary for your records and for future reference.
- Ensure your account details are up to date for uninterrupted service.