

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 | m³ | \$1.50 | 60.00 |
| Gas | 4120 | 4195 | 75 | m³ | \$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.