



June 20, 2012
Next Reading/Estimate: 06/27/2012
Bill Account Number: 12390-70128
Bill Group: 20
Service Address: 320 CONGRESS ST
TROY NY 12180

PHI SIGMA KAPPA ALUMNI ASSOC
OF TROY, NY
PO BOX 1379
TROY NY 12181

Dear Customer:

We are writing to let you know that for at least six consecutive months, you have received estimated bills. To provide you with accurate bills, it is important that we obtain an *actual* meter reading.

If you do not have access to the electric and/or gas meters, please let us know who we should contact. It is possible that your landlord, building superintendent or another tenant may be able to help.

You can easily correct this situation and avoid a future estimate by using one of the following options:

- ♦ Complete the enclosed postage-paid meter reading card. Please follow the instructions on the card completely, marking the exact position of the hands on each dial.
- ♦ Call in your meter reading to our **Automated Account Services at 1-888-932-0301**, a "self-serve" automated line. Please note that your next scheduled meter reading date is posted on your bill and displayed above. You must call in your meter reading between two days before and one day after that date. You will need to have your account number available.
- ♦ Call our Customer Service Contact Center at 1-800-642-4272 to provide special instructions to help us successfully access and read our meter or to schedule an appointment for reading the meter.

If you have provided a meter reading within the past month or made arrangements for a reading, no further action is required.

Thank you for your cooperation.

National Grid

