From: Mrs Alakananda Dasgupta

 133,JodhpurPark,2ndFlr.(West) Kolkata-700068.

 Dated: 20.12.2010.

To

The Sr. Commercial Executive,

CESC, 6,Mandeville Gardens,

Kolkata-700019.

Dear Sir,

 Re: Billing at minimum rate : Consumer No.

I have been away from the abovementioned address for the last few months and will not be returning for another 6 months.

I request your offices to kindly charge me at the minimum rate for the next 6 months keeping in view of my absence from Kolkata.

Thanking you

Sincerely



Alakananda Dasgupta