

Customer dispute over billing charge

Subject: Dispute of Incorrect Billing Charge

Dear [Customer Service Team],

I am writing to dispute a charge of [amount] that appeared on my billing statement dated [date]. I

believe this charge is incorrect, as I did not authorize or use the service/product it represents.

According to my records, I have consistently paid for [specific plan or product] without making any additional purchases or upgrades. This billing error has caused both inconvenience and concern, and I kindly request a prompt correction and adjustment to my account.

Please investigate this matter and confirm the resolution in writing. If necessary, I am prepared to provide supporting documentation. Thank you for your immediate attention.

Best regards,

[Your Name]

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