

Service Feedback on Billing Issues

Date: [Insert Date]

To: [Company Name]

Customer Service Department

Dear [Company Name or Contact Person],

I am writing to provide feedback regarding recent billing issues I have experienced with my account ([Insert Account Number]).

On [insert date], I noticed discrepancies in my bill that included [briefly explain the issues, e.g., incorrect charges, double billing, etc.]. Despite reaching out to your customer service team on [insert date(s)], the issue remains unresolved.

I would appreciate your prompt attention to this matter. Please let me know the steps I need to take to resolve this issue, as well as confirmation when it has been rectified.

Thank you for your attention to this matter. I look forward to your timely response.

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email]