

Dispute Resolution Letter

Date: [Insert Date]

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

[Recipient Name]
[Company/Agency Name]
[Address]
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally dispute unexpected charges related to the real estate transaction for the property located at [Property Address]. Upon reviewing the statement dated [Statement Date], I noticed charges that were not previously disclosed or agreed upon.

The specific charges in question are as follows:

- [Charge Description 1] - [Amount]
- [Charge Description 2] - [Amount]
- [Charge Description 3] - [Amount]

I request a detailed explanation of these charges, including how they were calculated and the basis for their inclusion in the transaction. I also ask that you provide any supporting documentation related to these charges.

Please address this matter promptly, as I would like to resolve this dispute to our mutual satisfaction. You may reach me at [Your Phone Number] or [Your Email Address]. Thank you for your immediate attention to this issue.

Sincerely,

[Your Name]
[Your Title or Role, if applicable]