

# Subject: Appeal for Reversal of Subscription Fees

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

[Recipient's Name]  
[Company's Name]  
[Company's Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally appeal for the reversal of subscription fees charged to my account ([Your Account Number]) on [Date of Charge].

Due to [briefly explain reason for appeal, e.g., misunderstanding, technical error, etc.], I believe the charge was made in error. As a long-time customer, I value the services provided by [Company's Name] and would appreciate your consideration in this matter.

I kindly request a review of my account and the reversal of the fees. Enclosed are copies of relevant documentation for your reference.

Thank you for your attention to this matter. I look forward to your prompt response and hope for a favorable resolution.

Sincerely,

[Your Name]