

# Invoice Contestation Letter

Date: [Insert Date]

To:

[Receiver's Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Subject: Contestation of Invoice #[Invoice Number]

Dear [Receiver's Name],

I am writing to formally contest the invoice #[Invoice Number] dated [Invoice Date] for the delivery services provided on [Service Date]. Upon reviewing the details, I believe there are discrepancies that need to be addressed.

Specifically, I would like to draw your attention to the following issues:

- [Issue 1: Description]
- [Issue 2: Description]
- [Issue 3: Description]

I kindly request that these issues be reviewed and rectified at your earliest convenience. Please provide a corrected invoice or further clarification regarding the charges.

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

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]