

Freight Bill Dispute Letter

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

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

Dear [Recipient Name],

I am writing to dispute the charges listed on freight bill number [Freight Bill Number] dated [Bill Date]. Upon reviewing the charges, I noticed discrepancies that require clarification.

Specifically, the following charges appear to be inaccurate:

- Charge Description 1: [Explain discrepancy]
- Charge Description 2: [Explain discrepancy]
- Charge Description 3: [Explain discrepancy]

I request a detailed breakdown of these charges and any supporting documentation that justifies them. I believe an adjustment is necessary based on the terms we agreed upon.

Please respond to this letter by [Response Deadline]. I appreciate your prompt attention to this matter and look forward to resolving the issue directly.

Thank you.

Sincerely,
[Your Name]
[Your Position, if applicable]
[Your Company Name, if applicable]