

Transport Invoice Challenge Communication

Date: [Insert Date]

To: [Transport Company Name]

Address: [Transport Company Address]

Dear [Transport Company Contact Name],

I hope this message finds you well. I am writing to address a recent challenge regarding the transport invoice (Invoice No: [Insert Invoice Number]) dated [Insert Invoice Date] that we received from your office.

Upon review, we noticed discrepancies in the charges listed, specifically regarding [mention specific item, service, or amount in question]. We believe there may have been an error in processing or recording this information.

To facilitate a swift resolution, we kindly request the following:

- A detailed breakdown of the charges associated with the mentioned transport services.
- Any supporting documentation that validates the charges applied.

We value our partnership and are confident that we can resolve this matter promptly. Please respond at your earliest convenience so we can move forward.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]