

# Billing Address Discrepancy Notification

Dear [Customer's Name],

We hope this message finds you well. We are writing to inform you about a discrepancy we have noted regarding your billing address associated with your account [Account Number].

Our records indicate that your billing address is listed as:

*[Current Address Line 1]*

*[Current Address Line 2]*

*[City, State, Zip Code]*

*[Country]*

If this information is inaccurate or has recently changed, please contact us at your earliest convenience to update your records. You can reach our customer service team at [Customer Service Phone Number] or [Customer Service Email].

Thank you for your attention to this matter. We appreciate your prompt response.

Sincerely,

[Your Company Name]

[Your Company Contact Information]