

Dispute Resolution Letter

Date: [Insert Date]

Your Name: [Your Name]

Your Address: [Your Address]

City, State, Zip Code: [City, State, Zip Code]

Email: [Your Email]

Phone Number: [Your Phone Number]

To: [Telecom Company Name]

Attention: [Contact Person's Name]

Company Address: [Company Address]

City, State, Zip Code: [Company City, State, Zip Code]

Subject: Dispute Resolution for Expired Telecom Service Agreement

Dear [Contact Person's Name],

I am writing to formally address a dispute concerning the expired telecom service agreement between myself and [Telecom Company Name]. The agreement, which was valid from [Start Date] to [End Date], has expired, and there have been several issues regarding the continuation and billing of services that I would like to resolve.

As per our previous discussions on [Dates of Communication], I would like to express my concerns regarding [briefly outline the issues, e.g., unauthorized charges, lack of service, etc.]. I believe these issues are reflective of a misunderstanding of the terms of service following the expiration of our agreement.

In light of this, I kindly request a review of my account and a detailed explanation of the charges that have been applied post-expiration. Furthermore, I propose that we engage in a resolution process to amicably settle this matter.

Please respond to this letter within [time frame, e.g., 14 days] to initiate a dialogue for resolution. I hope to settle this issue without further escalation and am willing to discuss potential options for resolution.

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

Sincerely,

[Your Name]