

Telecom Service Acknowledgment for Billing Dispute

Date: [Insert Date]

Customer Name: [Insert Customer Name]

Customer Address: [Insert Customer Address]

Account Number: [Insert Account Number]

Dear [Customer Name],

We acknowledge receipt of your billing dispute regarding your account. Our records indicate that you have raised concerns about the charges on your recent bill dated [Insert Bill Date].

We take your concerns seriously and are currently reviewing the details of your dispute. Our team will conduct a thorough investigation and will work to resolve the issue promptly.

We appreciate your patience during this process. You can expect to hear back from us within [Insert Time Frame] with the results of our investigation or any further information required.

If you have any additional questions or need further assistance, please do not hesitate to contact our customer service team at [Insert Contact Information].

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Contact Information]