

# Invoice Inquiry

Dear [Recipient's Name],

I hope this message finds you well. I am writing to bring to your attention an issue regarding invoice #[Invoice Number] dated [Invoice Date]. It appears that there are some discrepancies in the invoice details.

Specifically, the following items are incorrect:

- [Describe the first incorrect detail]
- [Describe the second incorrect detail]
- [Describe any additional incorrect details]

Could you please review these details and provide a corrected invoice at your earliest convenience? I appreciate your prompt attention to this matter.

Thank you for your assistance.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]