

Service Fee Disagreement Letter

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

Subject: Disagreement Regarding Service Fees

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally express my disagreement regarding the service fee charged for [specific service or project] on [date of service]. Upon reviewing the invoice and the terms outlined in our agreement, I have concerns regarding the amount billed.

According to our agreement, the expected fee for the services rendered was [expected fee]. However, the invoice reflected a charge of [billed amount], which appears to be inconsistent with our prior discussions. I believe this may be a misunderstanding that we can resolve amicably.

I kindly request a review of the charges and would appreciate any documentation supporting the billed amount. I am confident that we can reach a fair resolution that aligns with our agreed terms.

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

Sincerely,

[Your Name]