

Billing Inquiry Letter

To Whom It May Concern,

I am writing to inquire about my recent telecom bill dated **[Insert Date]**. I have noticed discrepancies that I would like to clarify.

The account number associated with this billing is **[Insert Account Number]**. I have been charged **[Insert Amount]** for the month of **[Insert Month]**, which seems higher than my usual billing amount. Specifically, I would like to address the following items:

- **[Item 1]** - Please provide clarification on this charge.
- **[Item 2]** - Why was there an increase this month?
- **[Item 3]** - I believe a discount was applied incorrectly.

Thank you for your attention to this matter. I look forward to your prompt response to resolve these billing issues.

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email]