

Notice of Dispute Regarding Charges

Your Name

Your Address

City, State, Zip Code

Email Address

Phone Number

Date

Collector's Name

Collector's Company Name

Company Address

City, State, Zip Code

Dear [Collector's Name],

I am writing to formally dispute certain charges that have appeared in my account, referenced under account number [Your Account Number]. Upon reviewing my account statement, I found discrepancies that need to be addressed.

The specific charges I am disputing are as follows:

- Charge Date: [Date] - Amount: [Amount] - Description: [Description]
- Charge Date: [Date] - Amount: [Amount] - Description: [Description]
- Charge Date: [Date] - Amount: [Amount] - Description: [Description]

I believe these charges are incorrect due to [brief explanation of your reasons for disputing the charges]. I kindly request that you provide clarification and evidence regarding these charges.

Please send your response within 30 days of receiving this letter. Should you fail to respond, I will consider my rights under applicable laws to seek resolution.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Full Name]