

Subject: Revised Invoice - [Invoice Number]

Dear [Customer Name],

We hope this message finds you well. We are writing to inform you that we have made revisions to your invoice dated [Original Invoice Date], with the invoice number [Invoice Number].

The revisions made are as follows:

- Item Description: [Description]
- Original Amount: [Original Amount]
- Revised Amount: [Revised Amount]

We apologize for any inconvenience this may have caused and appreciate your understanding in this matter. Please find the revised invoice attached for your records.

Should you have any questions or require further assistance, do not hesitate to reach out to us.

Thank you for your continued support.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Contact Information]