

Inquiry for Revised Invoice Copy

Dear [Recipient's Name],

I hope this message finds you well. I am writing to request a revised copy of the invoice for [Invoice Number/Date]. It appears that there may have been some discrepancies that need clarification.

Please let me know if you require any further information from my side to facilitate this request. I appreciate your assistance and look forward to receiving the updated invoice at your earliest convenience.

Thank you for your prompt attention to this matter.

Best regards,
[Your Name]
[Your Position]
[Your Company Name]
[Your Contact Information]