

# Subject: Challenge to Unexpected Fee on Travel Invoice

Dear [Travel Agency Name],

I hope this message finds you well. I am writing to formally challenge an unexpected fee that I encountered on my recent invoice for booking reference [Booking Reference Number]. I was surprised to see a charge of [Amount] labeled as [Fee Description], as this was not disclosed during the initial booking process.

According to our previous discussions and the terms presented at the time of booking, I was not made aware of any fees pertaining to [Specific Details]. I believe there may have been a misunderstanding, and I respectfully request a detailed explanation regarding this charge.

I appreciate your attention to this matter and look forward to your prompt response to resolve this issue.

Thank you for your assistance.

Sincerely,

[Your Name]

[Your Contact Information]

[Your Address]