

# Complaint Regarding Overcharging Issues

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Transportation Service Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally complain about an overcharging issue I experienced with your transportation service on [insert date of service]. Despite confirming the fare in advance, I was charged [insert the incorrect amount] instead of the agreed amount of [insert correct fare]. This discrepancy has caused me significant inconvenience and dissatisfaction.

According to your policy, customers should only be charged the confirmed fare, and I believe this overcharge is unjustified. I kindly ask you to review my case and provide a refund for the overcharged amount at your earliest convenience.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]