

# Inquiry About Charges on Transport Invoice

Date: [Insert Date]

To: [Transport Company Name]

[Transport Company Address]

Dear [Contact Person's Name],

I hope this message finds you well. I am writing to inquire about the charges outlined in the transport invoice [Invoice Number] dated [Invoice Date]. We have noticed a few discrepancies that we would like to clarify further.

The specific charges in question are as follows:

- [Charge Description 1]: [Amount]
- [Charge Description 2]: [Amount]
- [Charge Description 3]: [Amount]

Could you please provide a detailed explanation for these charges at your earliest convenience? We appreciate your prompt attention to this matter and look forward to your response.

Thank you for your assistance.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]