

Petition for Detailed Account Review

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally request a detailed review of my account, specifically concerning certain charges that have recently appeared on my statement. My account number is [Account Number].

Upon reviewing my statements, I have identified the following charges that require clarification:

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

I believe these charges may have been applied in error, and I would appreciate your assistance in providing a detailed breakdown of each charge mentioned above.

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

Sincerely,

[Your Name]