

Letter of Disagreement

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

Customer Service Department

[Utility Company Name]

[Utility Company Address]

[City, State, Zip Code]

Subject: Disagreement with Utility Bill Assessment

Dear Customer Service Team,

I am writing to formally dispute the recent utility bill assessment dated [Bill Date], which I received on [Receipt Date]. My account number is [Account Number]. The total amount due of [Amount] appears to be erroneous and does not reflect my actual usage.

I have reviewed my previous bills and records, and I believe there has been a mistake in the computation. My consumption for the month of [Month] was significantly lower than what has been indicated in the recent bill.

For your reference, I have attached copies of my past bills and documentation supporting my claim. I kindly request a review of my account and an adjustment to the current bill to accurately reflect my usage.

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

Sincerely,

[Your Name]