

# Utility Bill Discrepancy Clarification

Date: [Insert Date]

To: [Utility Company Name]

Address: [Utility Company Address]

Subject: Clarification of Utility Bill Discrepancy

Dear [Customer Service Team/Specific Name],

I am writing to formally address a discrepancy noted in my recent utility bill for the month of [Insert Month and Year]. My account number is [Insert Account Number]. Upon reviewing the bill, I observed that the charges appear to be higher than usual for my consumption patterns.

Specifically, I would like to bring to your attention the following points:

- Comparison of last month's bill vs. this month's bill
- Reasons for the increased charges
- Any corrections or adjustments that may be required

I kindly request you to review my account and provide clarification regarding the discrepancies noted above. Additionally, I would appreciate any relevant documentation or details that may assist me in understanding this billing issue better.

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

Sincerely,

[Your Name]

[Your Address]

[Your Email]

[Your Phone Number]