

# Appeal for Estimated Water Bill Charges

Your Name  
Your Address  
City, State, Zip Code  
Email Address  
Phone Number  
Date

Water Utility Company Name  
Company Address  
City, State, Zip Code

Dear [Customer Service Manager's Name],

I am writing to formally appeal the estimated water bill I received for the period of [start date] to [end date], account number [your account number]. The total amount indicated on the bill is [amount], which seems significantly higher than my typical water usage.

Upon reviewing my past bills, my average monthly water usage is typically around [average usage] gallons. I suspect the estimate may not accurately reflect my actual usage due to [reason, e.g., a faulty meter, inaccurate readings, etc.].

I kindly request a review of my estimated bill and an adjustment based on my actual water usage. I am happy to provide any further information needed, including previous bills and records.

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

Sincerely,  
[Your Name]