

Estimated Bill Inquiry

To Whom It May Concern,

I hope this message finds you well. I am writing to inquire about my recent utility bill dated [insert date], with reference number [insert reference number].

Upon reviewing the bill, I noticed that the estimated charges seem unusually high compared to my previous bills. I kindly request a detailed breakdown of how the estimated charges were calculated.

Additionally, if there are any discrepancies, I would appreciate your guidance on how to resolve this matter.

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

Best regards,

[Your Name]

[Your Address]

[Your City, State, ZIP Code]

[Your Phone Number]

[Your Email Address]