

Rental Invoice Dispute Letter

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

[Date]

[Recipient Name]
[Company Name]
[Company Address]
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally dispute the rental invoice #[Invoice Number] dated [Invoice Date] for the equipment rental of [Equipment Name]. Upon reviewing the invoice, I have identified several discrepancies that I would like to address:

- [Discrepancy 1 with brief explanation]
- [Discrepancy 2 with brief explanation]
- [Discrepancy 3 with brief explanation]

I believe these discrepancies warrant a review and adjustment of the total amount due. Enclosed are copies of relevant documents to support my claims.

I would appreciate your prompt attention to this matter and look forward to your response by [Date]. Please do not hesitate to reach out if you require any further information.

Thank you for your cooperation.

Sincerely,
[Your Name]