

Letter of Objection to Unexpected Charge

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally dispute an unexpected charge that appears on my recent statement dated [Statement Date]. The charge in question is for [Charge Amount] and is labeled as [Description of Charge].

I was not notified about this charge and believe it to be incorrect. I have thoroughly reviewed my account and found no basis for this charge. I kindly request that you investigate this matter and provide clarification as soon as possible.

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

Sincerely,

[Your Name]