

# Complaint Regarding Unanticipated Charges

Your Name: [Your Name]

Your Address: [Your Address]

City, State, Zip Code: [City, State, Zip Code]

Email: [Your Email]

Phone Number: [Your Phone Number]

Date: [Date]

To Whom It May Concern,

I am writing to formally complain about unanticipated charges that were applied to my account on [Date of Charge]. I was surprised to see a charge of [Amount] for [Description of Charge], which I did not authorize or expect.

According to my records, I have consistently complied with the terms of service and expected transparency regarding any charges. I believe this issue needs to be addressed promptly.

I kindly request a detailed explanation of these charges and a reversal of any erroneous amounts applied to my account. Please contact me at your earliest convenience to resolve this matter.

Thank you for your attention to this issue.

Sincerely,

[Your Name]