

Appeal Letter for Excessive Usage Assessment

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

Office of Customer Service
Company Name
Company Address
City, State, Zip Code

Dear Customer Service Team,

I am writing to formally appeal the recent assessment I received regarding excessive usage on my account (Account Number: [Your Account Number]). The assessment indicated a significant increase in my usage that I believe is inaccurate.

Upon reviewing my usage records, I noticed discrepancies that do not reflect my actual usage patterns. [Briefly explain your usage habits and any relevant details].

I kindly request a thorough review of my account's usage data and the circumstances surrounding this assessment. I am confident that upon reevaluation, you will find that my usage is consistent with my typical consumption levels.

Thank you for your attention to this matter. I look forward to your prompt response and am hopeful for a resolution that reflects fair assessment based on accurate information.

Sincerely,
[Your Name]