

# Debt Statement Appeal

Date: [Insert Date]

Recipient Name: [Insert Recipient's Name]

Recipient Address: [Insert Recipient's Address]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally appeal the debt statement that was issued under my account with reference number [Insert Reference Number]. I would like to request a review of this statement, as I believe there may be discrepancies that warrant further investigation.

Upon reviewing the details of the statement, I found [insert specific issues or concerns regarding the debt statement]. I kindly ask for your assistance in resolving these matters, as it is crucial for me to ensure accurate reporting and financial standing.

In accordance with the review process, I am requesting a detailed breakdown of the charges, the dates, and any supporting documentation related to this debt. I believe that transparency in this matter will benefit both parties.

I appreciate your attention to this appeal and hope to hear back from you soon. Please feel free to reach me at [Insert Your Phone Number] or [Insert Your Email Address] should you require any further information.

Thank you for your understanding and cooperation.

Sincerely,

[Your Name]

[Your Address]

[Your Contact Information]