

Letter of Submission for Annuity Payment Dispute

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Subject: Annuity Payment Dispute

Dear [Recipient Name],

I am writing to formally contest the recent annuity payment I received on [insert date of payment] associated with my annuity policy number [insert policy number]. I believe that there has been an error in the amount disbursed or in the terms governing the payment.

According to my records, the expected payment should have been [insert expected payment amount], while I received only [insert received payment amount]. I have attached relevant documents supporting my claim, including [list any attached documents such as policy documents, payment history, etc.].

I kindly request a review of this matter at your earliest convenience. Please provide clarification regarding this discrepancy, and I look forward to your prompt response.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]