

# **Subject: Urgent: Unresolved Internet Billing Issues**

Date: [Insert Date]

To: [Internet Service Provider's Name]

Attention: Customer Service

Dear [Customer Service Team/Specific Contact Name],

I am writing to formally address an ongoing issue regarding my internet billing, account number [Insert Account Number]. Despite my previous communications on [Insert Dates of Previous Communications], my concerns remain unresolved.

Specifically, I have been charged [Insert Amount] for [Insert Reason for Dispute] which I believe is incorrect. I would appreciate it if you could review my account details and provide clarification or rectify this billing error at your earliest convenience.

Attached are the relevant documents and correspondence that detail the discrepancies.

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

Sincerely,

[Your Name]  
[Your Address]  
[Your Email]  
[Your Phone Number]