

Inquiry Regarding Insurance Charges

Dear [Insurance Company Name],

I hope this message finds you well. I am writing to inquire about some discrepancies I have noticed in my recent insurance charges associated with my policy number [Your Policy Number].

Upon reviewing my statements, I observed that the amounts charged for [specific service or time period] do not align with the terms of my policy. I would appreciate it if you could provide clarification on these charges and assist me in resolving this matter.

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

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email Address]