

False Billing Appeal for Refund Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Email]

[Your Phone Number]

Customer Service Department

[Company Name]

[Company Address]

[City, State, ZIP Code]

Dear Customer Service Team,

I am writing to formally appeal a recent billing error that has resulted in an incorrect charge on my account ([Your Account Number]). I believe this charge is incorrect and would like to request a refund for the amount of [Insert Amount].

The details of the charge are as follows:

- Invoice Number: [Insert Invoice Number]
- Date of Charge: [Insert Date]
- Description of Service/Product: [Insert Description]

Upon reviewing my account, I noticed that the charge does not accurately reflect the services/products I received. My records indicate that [Insert explanation of the error and any relevant details].

Thank you for your understanding and assistance. I look forward to resolving this issue promptly.

Sincerely,

[Your Name]