

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

Subject: Concern Regarding Undisclosed Advertising Fees

Dear [Recipient's Name],

I hope this message finds you well. I am writing to express my concern regarding the advertising fees associated with our recent collaboration. Upon reviewing our agreement and the costs invoiced, I have noticed several fees that were not previously disclosed.

Specifically, I would like to address the following charges:

- [Description of undisclosed fee 1]
- [Description of undisclosed fee 2]
- [Description of undisclosed fee 3]

These charges were unexpected and have created confusion regarding our financial arrangements. I would appreciate your prompt clarification on these fees and the circumstances that led to their inclusion.

Thank you for your attention to this matter. I look forward to your response and working towards a resolution.

Sincerely,

[Your Name]