

Complaint Regarding Overcharged Landscaping Service

Your Name
Your Address
City, State, Zip Code
Email Address
Phone Number
Date: [Insert Date]

[Landscaping Company Name]
[Company Address]
[City, State, Zip Code]

Dear [Landscaping Company Manager's Name],

I am writing to formally address a concern regarding the landscaping services I received on [insert date of service]. Upon reviewing the invoice, I noticed several discrepancies that indicate I have been overcharged.

Specifically, the invoice lists charges for [describe the services and their costs] which I believe exceeds the agreed-upon pricing of [insert agreed price]. I have attached a copy of our agreement and the invoice for your reference.

I kindly request a prompt review and adjustment of my invoice to reflect the correct charges. I appreciate your attention to this matter and look forward to resolving this issue quickly.

Thank you for your immediate attention to this concern.

Sincerely,
[Your Name]