

Billing Dispute Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Plumbing Service Name]

[Plumbing Service Address]

[City, State, Zip Code]

Dear [Plumbing Service Manager's Name],

I am writing to formally dispute the charges outlined in the invoice [#Invoice Number], dated [Invoice Date], for services rendered on [Service Date]. After reviewing the details, I believe there are discrepancies that need to be addressed.

Specifically, the charges for the following services appear to be incorrect:

- [Service 1 Description] - [Charge] (Expected Charge: [Your Expected Charge])
- [Service 2 Description] - [Charge] (Expected Charge: [Your Expected Charge])

I request a detailed explanation of these charges and any applicable documentation supporting them. I believe that resolving this matter promptly is in the best interest of both parties.

Please respond to this letter by [Response Due Date] so we can resolve this issue amicably. If I do not receive a response, I may be compelled to escalate the matter.

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

Sincerely,

[Your Name]