

Complaint Letter Regarding Excessive Billing

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

Customer Service Department

[Electric Company Name]

[Company Address]

[City, State, Zip Code]

Dear Customer Service Manager,

I am writing to formally express my concern regarding my recent electricity bill dated [Insert Date]. The total amount charged of [Insert Amount] is significantly higher than my average monthly bill, which typically ranges between [Insert Range].

Upon reviewing my usage and account history, I cannot reconcile this increase with any changes in my usage patterns or lifestyle. I have taken care to ensure that all electrical appliances are used responsibly and would appreciate your assistance in addressing this matter.

I kindly request a detailed breakdown of my latest bill and any information that could help clarify this issue. I would also appreciate it if you could conduct a review of my account to identify any potential errors or discrepancies that may account for the increase.

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

Sincerely,

[Your Name]