

# Settlement Proposal Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Water Company Name]

[Company Address]

[City, State, ZIP Code]

Dear [Recipient's Name],

Subject: Settlement Proposal for Excessive Water Charges

I hope this letter finds you well. I am writing to formally address the recent water charges on my account (Account Number: [Your Account Number]). Upon reviewing my statements, I noticed that my water charges have significantly increased over the past few months without a corresponding change in my usage patterns.

After conducting an analysis of my previous water consumption and considering any potential leaks or unusual circumstances, it has become evident that the current charges may not accurately reflect my actual usage. In light of this, I would like to propose a settlement regarding the excessive charges.

I propose the following:

1. A thorough review of my account and the corresponding charges.
2. A reduction of the disputed charges to reflect a fair and reasonable amount.
3. An installment plan for any remaining balance if necessary.

I believe this approach would be mutually beneficial and help restore my confidence in the services provided by your company. Thank you for considering my proposal. I look forward to your prompt response so we can resolve this matter amicably.

Sincerely,

[Your Name]