

Account Statement Appeal

Date: [Insert Date]

To: [Recipient's Name]

[Company Name]

[Company Address]

Subject: Appeal for Dispute Resolution - Account Statement

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally appeal the discrepancies I have found in my recent account statement for the period of [insert period]. My account number is [insert account number].

Upon reviewing my statement, I noticed the following discrepancies:

- [Discrepancy 1]
- [Discrepancy 2]
- [Discrepancy 3]

I kindly request a thorough investigation into these matters, as they do not reflect my records. Attached are the documents supporting my claims.

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

Sincerely,

[Your Name]

[Your Address]

[Your Contact Information]