

Letter of Dispute for Overage Fees

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

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

Dear [Recipient Name],

I am writing to formally dispute the overage fees charged to my account (Account Number: [Your Account Number]) for the billing period of [Billing Period]. Upon reviewing my statement, I noticed a charge of [insert fee amount] labeled as an overage fee.

According to my understanding of my current plan, I should not have incurred such a fee. [Optionally, you may include any relevant terms or conditions from your agreement that support your claim.] I request that you review my account and provide clarification regarding these charges.

Thank you for your prompt attention to this matter. I look forward to your response within [insert reasonable time frame, e.g., 14 days].

Sincerely,

[Your Name]