

Dispute of Charges - Account No: [Your Account Number]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

Customer Service Department

[Telecommunication Company Name]

[Company Address]

[City, State, Zip Code]

Dear Customer Service Team,

I am writing to formally dispute several charges on my recent telecommunication bill dated [Bill Date]. My account number is [Your Account Number]. Upon reviewing the bill, I noticed discrepancies that I believe warrant your immediate attention.

1. **[Description of the incorrect charge]** - [Explain why the charge is incorrect].
2. **[Description of another incorrect charge]** - [Explain why the charge is incorrect].

I request that these charges be investigated and corrected on my account. Please provide me with a detailed explanation of these charges and any supporting documentation that justifies them. Additionally, I would appreciate a prompt resolution to this matter.

Thank you for your attention to this issue. I look forward to your timely response.

Sincerely,

[Your Name]