

Dispute of Telecommunication Bill

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Customer Service Department

[Telecommunication Company Name]

[Company Address]

[City, State, Zip Code]

Dear Customer Service Manager,

I am writing to formally dispute charges on my recent telecommunication bill dated [Insert Bill Date], account number [Insert Account Number]. Upon reviewing my bill, I have noticed discrepancies that do not align with the terms of the contract I entered into with your company on [Insert Contract Date].

The specific issues I would like to address are as follows:

- Charge for [Describe Discrepancy 1] which should be included in the base plan.
- Unexpected fees for [Describe Discrepancy 2] that were not disclosed during the signing of the contract.
- [Any additional discrepancies]

According to the terms of our agreement, these charges are not valid and appear to be an error. I kindly request a thorough review of my account, and any necessary adjustments to ensure my bill reflects the accurate amounts as per our agreed terms.

Please find attached copies of my contract and the billed invoice for your reference. I look forward to your prompt response to this matter and hope to resolve it amicably.

Thank you for your attention to this issue.

Sincerely,

[Your Name]