

# Important: Incorrect Billing Alert

Dear [Customer Name],

We hope this message finds you well. We are writing to inform you about an issue related to your recent credit card billing.

It has come to our attention that a discrepancy was found in your latest statement dated [Statement Date]. The charge of [Incorrect Amount] was incorrectly billed for [Description of Charge].

We sincerely apologize for this error and are currently investigating the matter. Please be assured that we are committed to resolving this issue promptly.

If you have any questions or need further assistance, please contact our customer service team at [Customer Service Phone Number] or [Customer Service Email].

Thank you for your understanding and patience.

Sincerely,

[Your Company Name]

[Your Company Contact Information]