

Utility Charge Dispute Feedback

Date: [Insert Date]

To: [Utility Company Name]

Address: [Utility Company Address]

Subject: Dispute Regarding Utility Charges

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally express my concern regarding the recent utility charges on my account, [Account Number], for the period of [Insert Time Period]. Upon reviewing my bill, I noticed a significant discrepancy that I believe requires further investigation.

Specifically, I observed [briefly describe the charge or situation in question, e.g., "an increase of 30% compared to last month without a corresponding increase in usage"]. I have attached supporting documentation, including copies of previous bills and usage records, which I believe will clarify my position.

I kindly request a detailed breakdown of these charges and any relevant information that could assist in addressing my concerns. I believe this matter can be resolved promptly and amicably.

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

Sincerely,

[Your Name]

[Your Address]

[Your Contact Information]