

# Notification of Service Inaccuracies

Date: [Insert Date]

To: [Recipient's Name]

Email: [Recipient's Email]

Subject: Notification of Service Inaccuracies

Dear [Recipient's Name],

I hope this message finds you well. I am writing to bring to your attention some inaccuracies we have encountered with the services provided by [Service Provider's Name].

Details of the inaccuracies are as follows:

- Inaccuracy #1: [Description]
- Inaccuracy #2: [Description]
- Inaccuracy #3: [Description]

We would appreciate it if you could address these issues at your earliest convenience. Please let us know how you intend to resolve these matters or if any further information is required from our side.

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

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]