

Formal Complaint Regarding Unauthorized Charges

To Whom It May Concern,

I am writing to formally express my concern regarding unauthorized charges that have appeared on my recent telecommunications bill.

My account number is: **123456789**.

Upon reviewing my bill dated **October 1, 2023**, I noticed charges totaling **\$45.00** for services that I did not authorize or subscribe to. These charges are unacceptable, and I request an immediate investigation into this matter.

I expect a prompt resolution to this issue and a full refund of the unauthorized charges. Please provide written confirmation of the actions taken to resolve this matter.

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

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]