

## **Subject: Follow-Up on Invoice Dispute for Payment Clarification**

Dear [Recipient's Name],

I hope this message finds you well. I am writing to follow up regarding the invoice dispute we discussed previously.

As per our records, Invoice #[Invoice Number] dated [Invoice Date] remains unsettled. We would like to clarify the issues surrounding the payment and work towards a resolution as soon as possible.

Please let us know if you need any further details or documentation from our side to expedite the process.

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

Best regards,  
[Your Name]  
[Your Position]  
[Your Company]  
[Your Contact Information]