

Challenge to Erroneous Bill

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

To Whom It May Concern,

I am writing to formally challenge the bill dated [Insert Bill Date] for account number [Insert Account Number]. Upon reviewing the invoice, I have identified discrepancies that I believe warrant correction.

Specifically, the following issues have come to my attention:

- [Briefly describe issue 1]
- [Briefly describe issue 2]
- [Briefly describe issue 3]

I kindly request a thorough review of this bill and an adjustment to my account as necessary. Please find attached supporting documents for your reference.

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

Sincerely,

[Your Name]