

Invoice Error Notification

Dear [Recipient's Name],

We hope this message finds you well. We are writing to inform you of an error we have identified in invoice #[Invoice Number], dated [Invoice Date].

The following discrepancies were noted:

- [Description of Error 1]
- [Description of Error 2]
- [Description of Error 3]

We sincerely apologize for any confusion this may have caused. Please find the corrected invoice attached for your reference.

If you have any questions or require further information, please do not hesitate to reach out.

Thank you for your understanding.

Best regards,

[Your Name]
[Your Position]
[Your Company]
[Contact Information]