

# Utility Bill Dispute Letter

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]

[Date]

[Utility Company Name]  
[Company Address]  
[City, State, Zip Code]

Subject: Dispute of Overcharged Utility Bill

Dear [Utility Company Representative's Name],

I am writing to formally dispute the charges listed on my recent utility bill dated [Billing Date]. Upon reviewing the statement, I noticed an unusual increase in my charges that does not align with my historical usage.

My account number is [Your Account Number]. The bill reflects a total charge of [Amount], which is significantly higher than my average bills. I kindly request a detailed breakdown of the charges and an explanation for this discrepancy.

I have attached copies of my previous bills for your reference. I believe there may have been an error in billing, and I would appreciate your prompt attention to this matter. Please let me know how we can resolve this dispute as soon as possible.

Thank you for your immediate attention to my concern. I look forward to your response.

Sincerely,

[Your Name]