

Letter of Dispute: Assigned Storage Capacity

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Company Name]

[Company Address]

[City, State, ZIP Code]

Dear [Recipient's Name],

I am writing to formally dispute the assigned storage capacity as indicated in [specific document or communication reference, e.g., invoice, contract, etc.], dated [date of document].

According to our agreement, the assigned storage capacity should be [insert expected storage capacity details], however, I have been notified that the current assigned capacity is [insert current assigned capacity details]. This discrepancy is causing [mention any issues caused, e.g., operational challenges, additional costs, etc.].

I request a review of this matter and hope to resolve this discrepancy promptly. I would appreciate your response by [insert a specific date], so we can address this issue without further delays.

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

Sincerely,

[Your Name]