

Letter of Dispute Regarding Hotel Service Fees

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

[Date]

[Hotel Manager's Name]
[Hotel Name]
[Hotel Address]
[City, State, ZIP Code]

Dear [Hotel Manager's Name],

I am writing to formally dispute the service fees charged to my account during my recent stay at [Hotel Name] from [Check-in Date] to [Check-out Date].

Upon reviewing my bill, I noticed charges totaling [amount] for services that were either not rendered or were not clearly communicated to me at the time of my booking. I believe that these fees are unwarranted and request their removal from my account.

To resolve this matter, I would appreciate if you could provide clarity regarding these charges and consider my request for their waiver. I look forward to your prompt response to this issue.

Thank you for your attention to this matter.

Sincerely,
[Your Name]