

Your Name
Your Address
City, State, Zip Code
Email Address
Phone Number
Date

Customer Service Department
Green Energy Company
Company Address
City, State, Zip Code

Dear Customer Service Team,

I am writing to formally express my dissatisfaction regarding the recent billing issues I have encountered with my green energy service account (Account Number: [Your Account Number]).

On [date of the first billing issue], I noticed that my bill was unusually high compared to the previous months, despite my consistent energy usage. I have verified my energy consumption, and I believe there may be an error in the billing calculation.

I kindly request a detailed review of my past bills and the current charges. I would appreciate a prompt response to rectify this situation and ensure that I am billed correctly in the future.

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

Sincerely,
Your Name