

Utility Tax Credit Dispute Clarification

Date: [Insert Date]

To Whom It May Concern,

I am writing to formally dispute the utility tax credit applied to my account, [Account Number], for the period of [Insert Period]. I believe there has been an error that has resulted in an incorrect amount being credited.

According to my records, [Provide Specific Details of the Discrepancy, including amounts, dates, and any relevant documentation]. I have attached copies of my utility bills and any correspondence related to this matter for your reference.

I kindly request a review of my account and a clarification regarding the tax credit applied. I would appreciate a timely response to this matter as it significantly affects my monthly budgeting.

Thank you for your attention to this issue. I look forward to your prompt reply.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Contact Information]