

Dear amount of call
charges never
exceeded



Dear Sir, I am surprised to receive your telephone bill _____ (Date) for _____ (Amount) pertaining to the period from _____ (Date) to _____ (Date). There is no dispute in the rental charges of my telephone, as shown in your bill, but the call charge of _____ (Amount) for two months as claimed by you is absurd. My above telephone is installed at my residence and there was not at all any extraordinary occasion which necessitated excessive telephone calls from my telephone to others for the staid period. My telephone is locked and hence manipulation from outside is not possible. From the enclosed Xerox copies of telephone bills for the last six months you will please find that the bi-monthly amount of call charges never exceeded _____ (Amount).

Under the circumstances, I strongly feel that there was mistake committed by your dealing Assistant in the preparation of your telephone bill. While I am making payment of the bill under protest, as the due date for payment is ahead of three days only, please give a rebate in your next bill for the amount claimed in excess in your telephone bill in question. Thanking you,
Yours faithfully, (Your Name)