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RE: Billing Error

To whom it may concern:

This letter is to dispute a billing error for the amount of $2 (two US dollars). This amount was improperly debited from account and it is a charge I did not make and do not recognize.

This billing error showed up on my most recent statement.

The statement with the error is attached.

I would like this error to be corrected immediately. If there are any other miscellaneous charges that went along with this error, such as finance charges, interest, or other, I would like those to be corrected as well.

Sincerely,

_____