Date:
To:
From:
Subject: Dispute of Freight Accessorial Charges
Dear Sir or Madam,
I am writing to formally dispute the accessorial charges applied to the following freight shipment:
Invoice Number:Shipment Date:Bill of Lading Number:
The charges in question are as follows:
Description of Charge:Amount Disputed:
The reason for this dispute is:
Please review the details provided and advise on the adjustment or removal of the disputed charges. Supporting documentation is attached for your reference.
Thank you for your prompt attention to this matter.
Sincerely,
Name: Title: Company: Phone: Email: