

Date:

To:

Subject: Dispute of International Freight Invoice

Dear

I am writing to formally dispute charges on the international freight invoice referenced below:

- Invoice Number:
- Invoice Date:
- Bill of Lading Number:
- Shipment Date:

The reason for this dispute is as follows:

Please review the attached documentation supporting my claim. I kindly request adjustment to the invoice as necessary.

I appreciate your prompt attention to this matter and look forward to your response.

Sincerely,