

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Utility Company Name]
[Utility Company Address]
[City, State, Zip Code]

Subject: Dispute of KWH Consumption

Dear [Utility Company Representative's Name or Customer Service
Department],

I hope this message finds you well. I am writing to formally dispute the KWH consumption recorded on my account ([Account Number]) for the period of [Start Date] to [End Date].

Upon reviewing my recent billing statements, I have noticed a significant discrepancy between my expected energy usage and the consumption recorded. My average monthly consumption has typically been around [Your Average KWH] KWH, yet my latest bill indicates a usage of [Disputed KWH], which is unusually high.

In light of this concerning issue, I kindly request a thorough investigation into my account. I believe that my actual usage may not be accurately reflected in your records, and I would appreciate any documentation or data that can clarify this matter.

I would also like to schedule a meter inspection or provide any additional information necessary to resolve this dispute. Please let me know the next steps I should take.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]