```
[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
Vystar Corporation
[Address of Vystar]
[City, State, Zip Code]
Subject: Dispute Resolution Letter
Dear Vystar Customer Service,
I am writing to formally dispute an issue regarding [briefly describe the
issue, e.g., "my recent charge on my account," "the service I received,"
etc.]. My account number is [Your Account Number].
Details of the Dispute:
- **Date of Transaction/Service**: [Date]
- **Amount in Dispute**: [Amount]
- **Description**: [Provide a detailed description of the issue,
including any relevant facts and circumstances.]
I have attached copies of [list any relevant documents, such as receipts,
billing statements, etc.] to support my case.
I request that this issue be reviewed and resolved at your earliest
convenience. Please contact me at [your phone number] or [your email
address] to discuss this matter further.
Thank you for your prompt attention to this matter.
Sincerely,
[Your Name]
[Your Signature (if sending a hard copy)]
```