

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

Customer Service  
Sirius XM Radio Inc.

[Company Address]  
[City, State, Zip Code]

Subject: Billing Dispute for Account #[Your Account Number]

Dear Sirius XM Customer Service,

I hope this letter finds you well. I am writing to formally dispute a billing issue concerning my account #[Your Account Number].

On [Date of Billing Dispute], I noticed an inconsistency in my billing statement, specifically regarding [describe the disputed charge or issue briefly]. I believe this charge is incorrect because [explain your reasoning or provide evidence, if applicable].

I kindly request that you review this matter and provide clarification or corrections as necessary. Attached to this letter, you will find copies of relevant documents supporting my claim.

Please contact me at your earliest convenience to resolve this issue.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]