

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

ZPASS Customer Service

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

Subject: Inquiry Regarding ZPASS Account

Dear ZPASS Customer Service,

I hope this message finds you well. I am writing to inquire about my ZPASS account details.

Account Number: [Your ZPASS Account Number]

I have noticed [describe the issue or question, e.g., "a discrepancy in my account balance" or "a charge that I do not recognize"]. I would appreciate it if you could provide clarification on this matter.

Thank you for your assistance. I look forward to your prompt response.

Sincerely,

[Your Name]