

#15. DISPUTE QUALITY OF GOODS OR SERVICES

Collection Agency Name & Address

Date

Subject: Bill Dispute
Account Number
Account Name
Amount in Dispute
Creditor Name

I am keenly aware that you are attempting to collect a bill for the aforementioned creditor. However, I am disputing this bill for the reasons outlined below:

The reasons for this dispute can all be verified and proven. Accordingly, please return this bill the creditor and have the creditor remove any reference to the bill being sent to a collection agency or any other negative notation in my credit file.

Thank you.

Sincerely,
(Your signature)

Typed Name

You may type your name, address, and phone number at the top as your letterhead, or you may type it here in this space.