

[Your Name/Law Firm Name]
[Your Address]
[City, State, Zip Code]
[Date]

[Client Name]
[Client Address]
[City, State, Zip Code]

RE: Resolution of Billing Dispute - Court Filing Fees for [Case Name/Number]

Dear [Client Name],

This letter follows our recent communication regarding the dispute over court filing fees appearing on your invoice dated [Invoice Date].

After reviewing the court records and our internal accounting, we have reached the following resolution:

[Select or Edit the appropriate option below]

- **Correction of Error:** We identified a clerical error regarding the filing fee for [Specific Document]. We have removed the charge of \$[Amount] from your balance.
- **Clarification of Fee:** We have verified that the fee of \$[Amount] was a mandatory requirement by the [Name of Court] for the filing of [Name of Document]. Attached is the official court receipt for your records.
- **Partial Adjustment:** As a gesture of goodwill, we have agreed to reduce the disputed fee by \$[Amount].

Your adjusted total balance due is now \$[Remaining Amount]. Please find the updated invoice attached to this letter.

We value our relationship with you and appreciate your patience while we resolved this matter. If you have any further questions, please contact our billing department at [Phone Number].

Sincerely,

[Your Signature]
[Your Printed Name]
[Your Title]