

Sample Complaint Letter for Overcharged Restaurant Bill

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

Manager
[Restaurant Name]
[Restaurant Address]
[City, State, ZIP Code]

Dear [Manager's Name],

I am writing to formally bring to your attention an issue I recently experienced at your restaurant on [date of visit], regarding an overcharge on my bill.

During my visit, my party and I ordered [briefly describe your order, e.g., "two lunch specials, one pasta, and three beverages"]. Upon reviewing the bill at the end of our meal, I noticed a discrepancy: [describe the specific overcharge, e.g., "we were charged for an extra entrée that we did not order or receive" or "the price of the main course was higher than listed on the menu"].

I brought this to the attention of our server at the time, but unfortunately, the issue was not resolved before we left. I have attached a copy of the receipt highlighting the item(s) in question.

I respectfully request a correction to my bill and a refund of the overcharged amount. Please let me know if you need any additional information from my end to process this request.

I have always enjoyed dining at [Restaurant Name] and hope this issue can be resolved promptly. Thank you for your attention to this matter, and I look forward to your response.

Sincerely,
[Your Name]