

## 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., â€œtwo lunch specials, one pasta, and three beveragesâ€]. Upon reviewing the bill at the end of our meal, I noticed a discrepancy: [describe the specific overcharge, e.g., â€œwe were charged for an extra entrÃ©e that we did not order or receiveâ€ or â€œthe price of the main course was higher than listed on the menuâ€].

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]