



## Final Account Statement Billing Dispute Notice

Today's Date: \_\_\_\_\_ Property Name: \_\_\_\_\_ Apt/Bed: \_\_\_\_\_

Name: \_\_\_\_\_ Contact Phone Number(s): \_\_\_\_\_

Current Mailing Address: \_\_\_\_\_

Email Address(s): \_\_\_\_\_

A Billing Dispute Notice must be mailed, emailed, or faxed to the property leasing office prior to the due date of the Final Account Statement. Please note that statements are payable within 30 days of issue via mail or online payment. The property will respond to the Billing Dispute Notice or advise of a response date within 5 business days of receipt. The response date should be no more than an additional 10 business days, depending on the nature of the dispute.

Charge(s) disputed from Final Account Statement:	
Note: Enclose copies such as Final Account Statement, payment records, court documents, photo graphs, written documentation, etc. supporting your position.	

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Reminder: All undisputed amounts must be paid by the invoice due date.**