

# Declaration of Unapproved Charge Dispute

Date: [Insert Date]

To: [Insert Name of the Financial Institution]

Address: [Insert Address]

Subject: Dispute of Unapproved Charge on Account [Insert Account Number]

Dear [Insert Name/ Customer Service],

I am writing to formally dispute a charge that has appeared on my account statement dated [Insert Date of Statement]. The charge in question is for an amount of [Insert Amount] and is listed as [Insert Description of Charge].

This transaction is unapproved and does not reflect any authorization from my side. I have attached relevant documents to support my claim, including copies of my account statements and any correspondence related to this transaction.

In light of this, I kindly request that you investigate this matter and take appropriate action to rectify my account. I expect to be notified of the outcome of your investigation at your earliest convenience.

Thank you for your prompt attention to this matter. Should you require any further information, please do not hesitate to contact me at [Insert Your Phone Number] or [Insert Your Email Address].

Sincerely,

[Insert Your Name]

[Insert Your Address]

[Insert Your City, State, Zip Code]