

# Dispute Letter for Unauthorized Transaction

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

Customer Service

[Bank Name]

[Bank Address]

[City, State, ZIP Code]

Dear Customer Service,

I am writing to formally dispute an unauthorized transaction on my bank statement dated [statement date]. The transaction in question is as follows:

- Transaction Date: [Transaction Date]
- Transaction Amount: \$[Amount]
- Description: [Transaction Description]

I did not authorize this transaction, and I kindly request that you investigate this matter. I would appreciate if you could provide any information related to this transaction.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]