

Disputed Account Transactions Statement

Date: [Insert Date]

Your Name: [Insert Your Name]

Your Address: [Insert Your Address]

Your City, State, Zip: [Insert City, State, Zip]

Your Account Number: [Insert Account Number]

To whom it may concern,

I am writing to formally dispute several transactions that appear on my account statement dated [Insert Statement Date]. I believe these transactions are inaccurate and I request that you investigate the following items:

- Transaction Date: [Insert Date], Amount: [Insert Amount], Description: [Insert Description]
- Transaction Date: [Insert Date], Amount: [Insert Amount], Description: [Insert Description]
- Transaction Date: [Insert Date], Amount: [Insert Amount], Description: [Insert Description]

I have attached copies of relevant documents that support my claim. I kindly ask for a confirmation of the receipt of this letter and an update on the status of my dispute at your earliest convenience.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Contact Information]