

# Dispute of Fraudulent Transaction

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Financial Institution's Name]

[Institution's Address]

[City, State, Zip Code]

Dear [Customer Service/Dispute Resolution Department],

I am writing to formally dispute a fraudulent transaction that occurred on my account. I have reviewed my recent account statements and noticed the following transaction that I did not authorize:

## **Transaction Details:**

- Transaction Date: [Date of Transaction]
- Transaction Amount: [Amount]
- Merchant Name: [Merchant]
- Transaction Reference Number: [Reference Number]

I have not authorized this transaction and believe it to be fraudulent. I request that you investigate this matter and take the necessary actions to reverse the charge and restore my account balance.

Please confirm the receipt of this letter and let me know the steps you will take to resolve this issue. I look forward to your prompt response.

Thank you for your attention to this matter.

Sincerely,

[Your Name]