

Unauthorized Charge Contest Letter

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Company Name]

[Company Address]

[City, State, Zip Code]

Subject: Contest of Unauthorized Charge

Dear [Customer Service Department/Specific Name],

I am writing to formally contest an unauthorized charge that appeared on my account statement dated [date of charge]. The details of the charge are as follows:

- Charge Amount: [amount]
- Date of Charge: [date]
- Description: [description of the charge]

I did not authorize this charge, and I kindly request that you investigate this matter. I have attached supporting documents, including my account statements and correspondence related to this issue.

Per the Fair Credit Billing Act, I expect a prompt resolution of this matter. Please respond to me within [number of days] days, as required by law.

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

Sincerely,

[Your Name]