

# Unauthorized Transaction Dispute Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Bank Name]

[Bank Address]

[City, State, Zip Code]

Dear [Bank Representative's Name],

I am writing to formally dispute an unauthorized transaction on my account.

Account Number: [Your Account Number]

Transaction Date: [Date of Unauthorized Transaction]

Transaction Amount: [Amount of Unauthorized Transaction]

Description of Transaction: [Description of Unauthorized Transaction]

I did not authorize this transaction and request that it be investigated promptly. I have not shared my account information with anyone and believe my account might have been compromised.

Please let me know how to proceed with this dispute and any documentation you require from my side. You can reach me at [Your Phone Number] or [Your Email Address].

Thank you for your immediate attention to this matter.

Sincerely,

[Your Name]