

# Credit Card Dispute Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Credit Card Company]

[Company Address]

[City, State, Zip Code]

## **Subject: Dispute of Reward Points Discrepancies**

Dear [Customer Service Team/Specific Person's Name],

I am writing to formally dispute discrepancies with the reward points accrued on my credit card account, number [Last Four Digits of Credit Card]. I have noticed a significant inconsistency in the total reward points reflected on my statement dated [Insert Statement Date].

According to my calculations, I should have accumulated [Expected Number of Points] points based on my transactions, but my statement shows only [Actual Number of Points] points. This discrepancy is concerning, and I would appreciate your assistance in resolving this issue promptly.

For your reference, I have attached copies of my statements and transaction receipts that detail the points I believe should have been credited to my account.

Thank you for your attention to this matter. I look forward to your prompt response and resolution. Please feel free to contact me at [Your Phone Number] or [Your Email Address] if you need any further information.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]