

Credit Card Dispute for Unauthorized Charges

Your Name

Your Address

City, State, Zip Code

Email Address

Phone Number

Date: [Insert Date]

Customer Service

[Credit Card Issuer Name]

[Credit Card Issuer Address]

City, State, Zip Code

Subject: Dispute of Unauthorized Charges on Account [XXX-XXXX-XXXX-XXXX]

Dear Customer Service,

I am writing to formally dispute unauthorized charges that appeared on my credit card statement dated [Insert Date of Statement]. The charges in question are as follows:

- Charge Description: [Description] - Amount: \$[Amount] - Date: [Date]
- Charge Description: [Description] - Amount: \$[Amount] - Date: [Date]

I did not authorize these transactions, and I request an investigation into this matter. I have attached any supporting documents and evidence for your reference.

Thank you for your prompt attention to this matter. Please confirm receipt of this dispute letter and let me know the next steps.

Sincerely,

[Your Name]