

# Subscription Renewal Dispute

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Customer Service/Support Team],

I am writing to formally dispute the renewal of my subscription for [Service/Product Name] which was charged on [Billing Date]. I wish to clarify that I did not authorize this charge, as I had intended to [cancel my subscription/update my subscription preferences].

My account details are as follows:

- Account Number: [Insert Account Number]
- Email associated with the account: [Insert Email]

I kindly request that you investigate this matter and provide a resolution. I would appreciate a prompt response regarding the cancellation of the renewal and a refund of the charged amount.

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

Sincerely,

[Your Name]