

Invoice Chargeback Advisory

Date: [Insert Date]

To: [Customer Name]

[Customer Address]

[City, State, Zip Code]

Dear [Customer Name],

We hope this message finds you well. We are writing to inform you about an important matter regarding your recent subscription cancellation.

We noticed that a chargeback was initiated for the subscription fee of [Insert Subscription Name] dated [Insert Charge Date]. Please be advised that our records indicate that the subscription was canceled on [Insert Cancellation Date], and we have processed your request accordingly.

To maintain a smooth transaction history and to avoid any potential issues, we request that you review this chargeback. If you have any questions or require further clarification, please do not hesitate to contact us at [Insert Contact Information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Company Address]

[Company Phone]

[Company Email]