

Chargeback Alert Notification

Dear [Customer's Name],

We hope this message finds you well. We are writing to inform you of an important matter regarding your recent transaction with us.

On [Date of Transaction], a transaction of [Transaction Amount] was processed under the reference number [Transaction Reference Number]. However, we have received a chargeback notification indicating that this transaction has been disputed as unauthorized.

To assist us in resolving this issue promptly, we kindly request you to review the transaction and provide any relevant information or documentation that can help clarify the situation. Your cooperation is crucial in ensuring a smooth resolution.

If you did not authorize this transaction or if you have any questions, please do not hesitate to contact our customer support team at [Customer Support Email] or [Customer Support Phone Number].

Thank you for your attention to this matter.

Sincerely,
[Your Company Name]
[Your Company Address]
[Your Company Phone Number]