

Letter of Appeal for Unjustified Credit Card Charges

Your Name
Your Address
City, State, Zip Code
Email Address
Phone Number
Date

Customer Service Department
Credit Card Company Name
Company Address
City, State, Zip Code

Dear Customer Service Team,

Subject: Appeal for Unjustified Credit Card Charges

I am writing to formally dispute a charge on my credit card statement dated [insert date of statement], which I believe to be incorrect. The charge in question is for [insert description of charge] amounting to [insert amount].

Upon reviewing my account and transactions, I have found that this charge does not align with any purchase made by me. I have attached supporting documents, including my receipts and previous statements, for your reference.

In accordance with the Fair Credit Billing Act, I request an investigation into this matter. Kindly provide me with a confirmation of your receipt of this dispute, and I would appreciate your prompt attention to resolving this issue.

Thank you for your assistance. I look forward to your timely response.

Sincerely,
[Your Name]