

Unauthorized Charge Contest Letter

Date: [Insert date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

[Bank/Company Name]

[Bank/Company Address]

[City, State, Zip Code]

Subject: Contest of Unauthorized Charge on Account [Account Number]

Dear [Customer Service Department/Specific Person's Name],

I am writing to contest an unauthorized charge on my account [Account Number] that I noticed on my recent statement. The charge is dated [Date of Charge] and amounts to [Amount of Charge]. I did not authorize this transaction, and I request that it be investigated.

Enclosed are the relevant documents supporting my claim, including a copy of my account statement highlighting the charge in question. I would appreciate your prompt attention to this matter.

Please confirm receipt of this letter and the steps that will be taken to resolve this issue. I look forward to your swift response.

Thank you for your cooperation.

Sincerely,

[Your Name]