

# Dispute Letter for Unauthorized Transaction

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Customer Service Department

[Bank/Financial Institution Name]

[Bank Address]

[City, State, Zip Code]

Subject: Dispute of Unauthorized Transaction

Dear Customer Service,

I am writing to formally dispute an unauthorized transaction on my account, [Your Account Number]. On [Date of Transaction], I noticed a charge of [Amount] from [Merchant Name] that I did not authorize.

Details of the transaction are as follows:

- Transaction Date: [Date]
- Transaction Amount: [Amount]
- Merchant: [Merchant Name]

I have not made any purchases or authorized any payments to the above entity. I request an investigation into this matter and a reversal of the transaction.

Please find copies of my transaction history and any relevant documents attached for your reference.

Thank you for your prompt attention to this matter. I look forward to your response and resolution of this dispute.

Sincerely,

[Your Name]