

Bank Charge Appeal Letter

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

Bank Name
Bank Address
City, State, Zip Code

Dear [Bank Manager's Name],

I am writing to formally appeal the excessive bank charges that have been applied to my account ([Your Account Number]) for the period of [specific dates]. The total amount charged was [amount].

After reviewing the transaction details, I believe these charges are unjustified due to [brief explanation of the circumstances, e.g., a bank error, misleading information, etc.]. According to my records, [provide relevant details, such as any agreements or communications].

I kindly request a review of these charges and a refund. I have been a loyal customer since [Year], and I hope to resolve this matter amicably.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,
[Your Name]