

Credit Card Charge Dispute Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To: [Credit Card Company Name]

[Company Address]

[City, State, Zip Code]

Subject: Dispute of Fraudulent Charge

Dear [Credit Card Company Customer Service],

I am writing to formally dispute a charge on my credit card statement dated [Insert Statement Date]. The charge in question is for [Amount] made on [Charge Date] to [Merchant Name]. I believe this transaction is fraudulent as I did not authorize this charge.

Details of the charge are as follows:

- Transaction Amount: [Amount]
- Transaction Date: [Charge Date]
- Merchant Name: [Merchant Name]
- Last Four Digits of Card Number: [XXXX]

I request that you investigate this matter and remove the fraudulent charge from my account. Enclosed are copies of my statement highlighting the disputed transaction, as well as any supporting documentation I have related to this issue.

Please confirm receipt of this letter and let me know the next steps in the dispute process.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name]