

# Chargeback Reversal Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Email]

[Your Phone Number]

[Bank/Financial Institution Name]

[Bank Address]

[City, State, ZIP Code]

Subject: Request for Chargeback Reversal - [Transaction ID]

Dear [Bank/Financial Institution Name],

I am writing to formally request the reversal of a chargeback that was initiated on [Date of Chargeback] for the transaction associated with order number [Order Number]. This chargeback was filed due to shipping issues, which have since been resolved.

Details of the transaction are as follows:

- Transaction ID: [Transaction ID]
- Merchant Name: [Merchant's Name]
- Amount: [Transaction Amount]
- Date of Transaction: [Transaction Date]

After further investigation, I have confirmed that the shipping issue was rectified and the goods were delivered correctly. I appreciate your assistance in this matter and kindly request that you reverse the chargeback.

Thank you for your prompt attention to this request. If you need any further details or documentation, please feel free to contact me at your earliest convenience.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]