

Unauthorized Charge Dispute Letter

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Company Name]

[Company Address]

[City, State, ZIP Code]

Subject: Dispute of Unauthorized Charges After Account Closure

Dear [Company Name/Customer Service],

I am writing to formally dispute an unauthorized charge that appeared on my account with your company after I requested the closure of my account. My account details are as follows:

Account Name: [Your Account Name]

Account Number: [Your Account Number]

Charge Details: [Date of Charge] for [Charge Amount]

I closed my account on [Date of Closure], and I have not authorized any transactions subsequent to that date. Therefore, I kindly request that you investigate this matter and remove the unauthorized charge from my account immediately.

Enclosed with this letter, you will find copies of relevant documents supporting my dispute, including evidence of my account closure.

If you do not resolve this dispute within [a specified time, e.g., 30 days], I may escalate this matter to the appropriate consumer protection agencies.

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

Sincerely,

[Your Name]