

Unauthorized Charge Dispute

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Credit Card Company Name]

[Company Address]

[City, State, Zip Code]

Subject: Dispute of Unauthorized Charge

Dear [Credit Card Company Name],

I am writing to formally dispute an unauthorized charge on my credit card account. The details of the charge are as follows:

- Account Number: [Your Account Number]
- Transaction Date: [Date of Transaction]
- Transaction Amount: [Amount of Charge]
- Merchant Name: [Merchant Name]

I did not authorize this charge, and I believe it to be a result of fraud. I request that you investigate this matter and remove the charge from my account. Please find attached a copy of my statement highlighting the disputed charge.

Additionally, please confirm receipt of this letter and inform me about the status of your investigation as soon as possible. Thank you for your prompt attention to this matter.

Sincerely,

[Your Name]

Enclosures: [List any attached documents]