

Unauthorized Charge Dispute

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Email]

[Your Phone Number]

To whom it may concern,

I am writing to dispute an unauthorized charge on my account [Account Number] dated [Charge Date]. The amount charged was \$[Charge Amount].

This charge appears to be an error, as I did not authorize this transaction, nor did I receive any goods or services in exchange for it. I have attached relevant documents supporting my dispute.

I kindly request that this charge be reversed and my account adjusted accordingly. Please confirm the receipt of this letter and provide an update on the resolution of my dispute.

Thank you for your immediate attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]