

Appeal Letter for Denied Credit Card Charge

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Credit Card Company Name]

[Company Address]

[City, State, ZIP Code]

Dear [Customer Service Department/Specific Name],

I am writing to formally appeal the denial of my recent charge on my credit card account (Account Number: [XXXX-XXXX-XXXX-XXXX]). The charge in question, dated [Insert Charge Date], was for [Insert Description of Charge].

I believe this charge was declined due to [Insert Reason for Denial], which I would like to contest. [Provide brief explanation of why you believe the charge should be approved, including any supporting details or documentation].

Enclosed, please find [list any attached documents, e.g., receipts, transaction records] that support my case. I kindly request a thorough review of this matter.

Thank you for your attention to this issue. I look forward to your prompt response.

Sincerely,

[Your Name]