

Dispute Letter for Unauthorized Account Charges

Your Name
Your Address
City, State, Zip Code
Email Address
Phone Number
Date

Bank Name
Bank Address
City, State, Zip Code

Subject: Dispute of Unauthorized Charges - Account Number [Your Account Number]

Dear [Bank's Customer Service/Specific Department],

I am writing to formally dispute several unauthorized charges on my account, [Your Account Number], that occurred on [list dates of transactions]. These transactions are fraudulent, and I did not authorize them.

The details of the disputed transactions are as follows:

- Transaction Date: [Date] - Amount: [Amount] - Description: [Description]
- Transaction Date: [Date] - Amount: [Amount] - Description: [Description]
- Transaction Date: [Date] - Amount: [Amount] - Description: [Description]

I have taken steps to secure my account and report this fraud to the appropriate authorities. I request that these charges be investigated and removed from my account. Additionally, please provide confirmation of the receipt of this letter and the status of my dispute.

Thank you for your prompt attention to this matter.

Sincerely,
[Your Name]