

Urgent: Credit Card Fraud Case

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

To: [Credit Card Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Customer Service Manager/Specific Name],

I am writing to urgently address a case of credit card fraud that has affected my account with [Credit Card Company Name]. On [Insert Date of Fraudulent Activity], I noticed several unauthorized transactions totaling [Insert Amount] on my account statement.

These transactions were not conducted by me, and I have taken immediate action by reporting this matter to the fraud department. However, I am concerned about the urgency needed in resolving this situation and ensuring that my account is secured against any further fraudulent activities.

It is imperative that I receive confirmation of the steps being taken to address this issue as soon as possible, and I request that any fraudulent charges be reversed immediately.

Thank you for your prompt attention to this serious matter. I look forward to your swift response.

Sincerely,

[Your Name]