

# Chargeback Request for Undelivered Goods

Dear [Bank Name],

I am writing to formally request a chargeback for a transaction that I made on [Transaction Date] for an order that was never delivered. The details of the transaction are as follows:

- **Merchant Name:** [Merchant Name]
- **Transaction Amount:** [Transaction Amount]
- **Transaction ID:** [Transaction ID]
- **Order Confirmation Number:** [Order Number]
- **Date of Purchase:** [Purchase Date]

Despite multiple attempts to contact the merchant regarding the undelivered goods, I have not received any satisfactory response or resolution. As per the guidelines of the cardholder agreement, I believe I am entitled to a chargeback.

Attached are the relevant documents including receipts, correspondence with the merchant, and any other necessary evidences supporting my request.

I appreciate your prompt attention to this matter and look forward to your reply.

Sincerely,

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]