

Credit Card Dispute Letter

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Credit Card Company Name]

[Company Address]

[City, State, Zip Code]

Subject: Dispute of Fraudulent Transaction on Account #[Your Account Number]

Dear [Customer Service Department/Specific Name if known],

I am writing to formally dispute a fraudulent transaction that appeared on my credit card statement for account #[Your Account Number]. I recently reviewed my statement and noticed the following unauthorized charge:

- Transaction Date: [Date of Transaction]
- Transaction Amount: [Amount]
- Merchant Name: [Merchant's Name]

I did not authorize this transaction, nor have I ever had any dealings with the merchant listed above. I have taken all necessary precautions to protect my account information, and I believe that my account has been compromised.

Please investigate this matter, and reverse the charge at your earliest convenience. I have attached a copy of my statement highlighting the disputed charge for your reference.

Thank you for your prompt attention to this matter. Please contact me at [Your Phone Number] or [Your Email Address] if you require any further information.

Sincerely,

[Your Name]